



**LLC Managing Committee Meeting Agenda  
Zoom Meeting**

Tuesday, January 9, 2024  
2:00 PM

**Committee Members (8):**

Bill Pauli (CAWG Past Chair), Chair (July 1, 2023 – June 30, 2024)

Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG President), Tom Collins (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Anita Oberholster (ASEV 1<sup>st</sup> Vice President), Tom Slater (CAWG Past Chair)

**LLC Managing Committee Meeting Agenda**

1. **Call to Order**
2. **Approval of January 9 Meeting Agenda**
3. **Approval of December 18 Meeting Minutes\***
4. **New Business**
  - a. International Wine Shipping Expenses for Breakout Sessions
  - b. Karen Ross Presentation Format
5. **Old Business**
  - a. Registration Report
  - b. Exhibit Hall Update
  - c. 30th Anniversary & Partnership Video
6. **Next Meeting Date and Time**
7. **Adjournment**

*\*documents attached*



## LLC Managing Committee Meeting Minutes Zoom Meeting

Monday, December 18, 2023  
3:00 PM

### **Committee Members Present (7):**

Bill Pauli (CAWG Past Chair), Chair (July 1, 2023 – June 30, 2024)  
Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG President), Tom Collins (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Tom Slater (CAWG Past Chair)

### **Committee Members Not Present**

Anita Oberholster (ASEV 1<sup>st</sup> Vice President)

### **Others Present**

Jenny Devine, CAWG, and Jen Smalley, ASEV

### **LLC Managing Committee Meeting Agenda**

1. **Call to Order.** Bill Pauli called the meeting to order at 3:01 PM.
2. **Approval of December 18 Meeting Agenda.** Jim Harbertson moved to approve the December 18 meeting agenda, second by Mike Boer. Motion was approved.
3. **Approval of November 16 Meeting Minutes.** Tom Collins moved to approve the November 16 meeting minutes, second by Tom Slater. Motion was approved.
4. **New Business**
  - a. **ASEV LLC Representative.** Dan Howard stated that Anita Oberholster's first term ends at the end of this year and the ASEV Board approved for her to serve on the committee for a second term.
5. **Old Business**
  - a. **Ballroom B/Exhibit Hall Update.** Jen Smalley provided an update on the status of Ballroom B. There are currently 35 companies interested in exhibiting in Ballroom B (on interest list), and we need at least 50 booths to make it worth it. With that said, instead of keeping Ballroom B open for exhibit space, the team looked into the space (pre-function space) just outside of Ballroom A, which is where the upstairs registration is usually located. We are going to move the upstairs registration to Meeting Rooms 2 – 4 and create a space that will hold 15 booths and use Ballroom B for breakout session space. The rental fee for the pre-function space is under negotiating.
  - b. **Update on status of 30th Anniversary & Partnership Video.** We are in the final stages. A condensed video of about 5 minutes total has been shared with Natalie Collins today. She is now fine tuning it and will start plugging in pictures for the final editing process. Everyone had the same excitement and the same story. The final version should be about 4 mins for the show, we can share a longer version elsewhere, we can share elsewhere, and then pull 15 to 20 seconds for promos.
6. **Next Meeting Date and Time.** The next LLC Managing Committee Meeting will take place on Tuesday, January 9, at 2 PM.
7. **Adjournment.** Bill Pauli called for a motion to adjourn the meeting. Jim Harbertson made a motion to adjourn the meeting, the motion was second by Dan Howard. Motion was approved.