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**Lake County Winegrape Commission
Executive Committee Meeting
February 26, 2013, 5:00 p.m. – 6:00 p.m.
Lake County Winegrape Commission Office, 3895 Main Street, Kelseyville, CA 95451**

- 1. Call meeting to order/establish quorum.** President Debra Sommerfield called the meeting to order at 5:25 p.m. The following Committee members were present: Peter Molnar, Bill Brunetti, Jeff Lyon, David Weiss (arrived at 5:40 p.m.). CDFA Economist Kathy Diaz-Cretu joined by conference call.
- 2. Approval of minutes from previous meeting(s).**
Executive Committee approved meeting minutes from December 17, 2012.
- 3. Update on Commission office space; discussion/consideration of lease agreement.**
Bill Brunetti provided an update on the lease negotiations and potential costs for tenant improvements for the adjacent space. No action taken.
- 4. Continued discussion/consideration of employer/employee benefits and costs**
D. Sommerfield provided an update on holidays and vacation days. By consensus, Committee directed President to establish holidays and vacation accrual for current employees. Consultant Terry Dereniuk presented an update on the process for establishing CalPERS retirement benefits for current LCWC employees. Committee members requested information regarding five-year LCWC renewal and obligation of funds. By consensus, Committee agreed to proceed with the nine- to 12-month CalPERS valuation process at cost of \$900.
- 5. Consideration of request from Shannon Gunier for valuation of computer equipment**
Committee agreed to depreciated value of Apple iMac at \$1,125 to be paid by S. Gunier and payment by LCWC in amount of \$850 for older Apple iMac, with request for return of Apple AirPort and external hard drive. Committee requested that a signed agreement memorialize the final exchange of equipment.
- 6. Closed Session pursuant to California Government Code Section 11126(a) was not conducted.**
- 7. Scheduling for next meeting to be at the discretion of the President.**
- 8. Adjourned at 6:25 p.m.**

Respectfully submitted,

Debra Sommerfield
President, Lake County Winegrape Commission

