



BOARD OF DIRECTORS

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Bill Brunetti

Bruce Merrilees

Bill Oldham

David Weiss

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Debra Sommerfield

**Lake County Winegrape Commission
Board of Directors Meeting Minutes
July 14, 2015, 3:00 – 5:00 p.m.
Lake County Winegrape Commission
3865 Main Street, Kelseyville, CA 95451**

- 1. Call meeting to order, establish quorum.** Chair Jonathan Walters called the meeting to order at 3:01 p.m. Board Members present: Keith Brandt, Bill Brunetti, Bill Oldham, Bonnie Sears, David Weiss and Broc Zoller.

Absent: Bruce Merrilees

Also present: Debra Sommerfield, President; Susan Peters, Office Manager; Ben Kardokos, Sr. Agricultural Economist CDFA by phone; Susan Stout, S2 Tutoring (3:20 p.m.)

- 2. Open Agenda/Public Input.** None.
- 3. Approval of minutes from June 23, 2015, meeting:** Approved (*Oldham/Zoller, 7-0*) *Motion #1.*
- 4. Executive Committee Update (J. Walters, Committee Chair)**
 - LCWC Chair Walters gave an update on LCWC's RFP for an auditing firm. The RFP was sent to 13 firms: four proposals were received. The Executive Committee reviewed and ranked the four proposals and selected one to recommend to the Board. The Committee also discussed current committee assignments.
- 5. Administrative Update (D. Sommerfield, President)**
 - Board accepted Executive Committee's recommendation to enter into a contract with Pehling & Pehling, CPAs to conduct an annual audit for fiscal year ending June 30, 2015. (*Brunetti/Weiss, 7-0*) *Motion #2.* Board authorized President Debra Sommerfield to sign engagement contract with Pehling & Pehling, CPAs. (*Walters/Brunetti, 7-0*) *Motion #3.*
 - LCWC Secretary-Treasurer Sears recommended Board Members Keith Brandt and Bill Oldham be seated on Finance Committee and replace David Weiss. Approved (*Sears/Zoller, 7-0*) *Motion #4.*
 - Chair Walters made a motion to appoint Bill Brunetti to chair the LCWC Marketing Committee in addition to the LCWC Community/Industry Relations Committee. Approved (*Walters/Sears, 7-0*) *Motion #5.* Upon staff consultation of Commission By-Laws, (Article VI, Section 1) stating, "No individual shall serve as chairperson of more than one committee," Board Member Sears moved to rescind previous motion (#5). Approved (*Sears/Walters, 7-0*) *Motion #6.* Subsequently, Chair Walters appointed Board Member Bill Brunetti as LCWC Marketing Chair leaving

- temporarily open the position of LCWC Community/Industry Relations Committee Chair.
- d. Chair Walters stated the proposed Vacation Time and Holiday Pay Policy will be taken up again by Executive Committee.
- 6. Finance Committee Update (B. Sears, Committee Chair)**
 - a. Board approved Q4 FY 2014-15 financials. *(Zoller/Walters, 7-0) Motion #7.*
 - b. Board approved year-end FY 2014-15 financials. *(Brunetti/Zoller, 7-0) Motion #8.*
 - 7. Marketing Committee Update (D. Sommerfield, President)**
 - a. President Sommerfield gave a brief marketing update: September is California Wine Month. On September 15 LCWC will be presenting the Lake County Board of Supervisors with an update about the Commission's activities. She also discussed work on an Annual Report Year in Review and an Economic Impact Report with Christian Miller from Full Glass Research.
 - 8. Research/Education Committee Update (B. Zoller, Committee Chair)**
 - a. Agreement for FY 2015-16 with Paul Zellman, an independent contractor, to provide consulting services to carry out LCWC's educational programs, Sustainable Winegrowing Program, and Master Vigneron Academy was reviewed and approved. *(Brunetti/Zoller, 7-0) Motion #9.*
 - 9. Community Relations/Industry Affairs Update (B. Brunetti, Committee Chair)**
 - a. Board Member David Weiss gave an update on California Association of Winegrape Growers (CAWG), which has a Board meeting next week, and provided a reminder about the CAWG Summer Conference on July 22-23 at Silverado Resort & Spa in Napa.
 - b. Chair Walters gave an update on the Lake County Winery Association. He presented to the Board the Winery Association's current newsletter, which was distributed to its winery members and provided a reminder on the People's Choice Awards on July 25, 2015, at Moore Family Winery.
 - 10. Board Member Communications**
 - a. Miscellaneous correspondence was distributed.
 - 11. Closed session regarding the appointment, employment, evaluation of performance, or dismissal of an employee pursuant to California Government Code Section (11126(a))**
 - a. None conducted.
 - 12. Return from closed session and announce action taken during close session on personnel (if any)**
 - a. None conducted.
 - 13. Closed session with Commission legal counsel pursuant to California Government Code Section 11126(a).**
 - a. None conducted.

14. Issues and scheduling for next meeting(s).

- a. Next Board meeting is scheduled for Tuesday, August 18, 2015, from 3:00 p.m. to 5:00 p.m.

15. Adjourn

- a. Meeting was adjourned 3:55 p.m.

Respectfully submitted,



Susan Peters
Office Manager

