



Las Positas College Viticulture & Enology Foundation

Board of Directors

[X] Indicates present

X	David Everett, President	X	Nan Ho
X	Meredith Saboraria, VP & Secretary	X	Roanna Bennie
X	Norman Petermeier, Treasurer	X	Anette Raichbart
X	Neal Ely	X	Dyrell Foster

Annual Meeting: April 12, 2022, 2:00pm

via Zoom

<https://cccconfer.zoom.us/j/97790313129>

MINUTES

1. Review and Approval of Agenda

- a. Agenda approved with addition of agenda item #2 – Board of Director’s Terms.

2. Board of Director’s Terms

- a. Reviewed of LPCVEF Bylaws
 - i. Authorized number of Directors shall be between 3-11 persons.
 - ii. Terms shall be on staggered 3 year terms.
 - iii. President of LPC serves as an ex officio Director
 - iv. Viticulture and Winery Technology Program Director (Coordinator) serves as an ex officio Director
 - v. Quorum is “a majority” of directors. Currently 8 Directors, so majority is 5.
 - vi. Officers of the corporation shall be a President, a Vice President, a Secretary and a Treasurer. Any number of officer positions may be held by the same person except: Secretary may not serve concurrently as President; Treasurer may not serve concurrently as President.
- b. Meredith’s term as VP and interim Secretary expires 4/18/22

- c. Do we have a motion for someone to serve as VP? Secretary?
 - i. Motion for Meredith to temporarily continue as VP and Interim Secretary until a successor or other Board Director has been selected and qualified.
 - d. Any recommendations for additional Board members?
 - i. Elizabeth Refsnyder – David will contact Beth.
 - e. Board of Director's serve "The specific purpose of supporting Las Positas College's educational and cultural programs in the areas of Agribusiness, Viticulture and Enology, as well as operate certain facilities related to such program." Articles of Incorporation filed with CA Secretary of State 4/13/2018.
 - f. Specific responsibilities for each Officer position will be discussed at an upcoming meeting.
3. Review and Approval of Minutes of September 9, 2021.
- a. Minutes approved.
4. Vineyard Operations
- a. The vineyard is in good condition.
 - b. Independent contractor's crew has come out twice – one day to prune and two days for weed abatement; \$15,000 contract (July 1 – June 30) is used up.
 - c. David performs other vineyard maintenance – all tractor work, mowing, discing, irrigation repairs, and pesticide and nutrient applications.
 - d. Would like to install new wire on all rows so bird netting can be raised.
5. Winery Operations
- a. 2019 Sidekick white blend (\$20) sold out
 - b. 2019 Albariño (\$20) 25 cases available
 - c. 2019 Slopeside Red Blend (\$20) 25 cases available
 - d. 2020 Tempranillo rosé (\$15) sold out
 - e. 2020 Malbec (\$25) 10 cases available
 - f. 2021 Tempranillo rosé to be released SOON; just in time for Mother's Day 😊
bottled but not labeled yet.

- g. 2021 Albariño: 4000 lbs picked; fermented in concrete and stainless steel; filtered today; will bottle next week; no plan to release at this time.
 - h. 2021 Touriga: Distilled grape spirits added; Port style wine produced; in barrel.
 - i. 2021 Viognier: 500 lbs picked; 25 gallons in cold storage; to be used for blending with syrah.
 - j. 2021 Syrah 30 gallons
 - k. 2021 Grenache/Syrah 30 gallons
 - l. 2021 Grenache 30 gallons
 - m. 2021 Graciano 30 gallons
 - n. 2021 Malbec 90 gallons
 - o. Winery work continues to be very laborious and time consuming. David performs all winery work with student help as timing/scheduling allows.
 - p. Wine sales continue to take place on the first Thursday of the month following the academic calendar.
6. Marketing and Promotional Events
- a. November 2021 – LPC Olives harvested and pressed. CHW donated label design, labels, and printing.
 - b. March 2022 – LPC Community Education *Winery Tasting Room Certification* series. Ran 4 Saturdays at 4 different wineries and included a “job shadow” day. This was our 3rd series. Each series was full with 12 students. Students report they “love it,” but these students don’t seem to enroll in LPC credit classes. Next Community Ed series will be in June.
 - c. April 2022 - CLPCCD is hosting Chamber of Commerce Mixer Wednesday, April 13, 2022 at District Offices. Campus Hill Winery will be pouring 2019 Albariño and 2019 Slopeside. 4 cases of wine (maybe) at 15% case discount.
 - d. May 2022 - LPC Literary Arts Festival is May 7, 2022. Campus Hill Winery will be providing wines for a wine/cheese pairing at the end of the panel titled *Word of Mouth: Writing about Food and Wine*. Should we invoice for wine?

- e. May 2022 – LPC Commencement. President’s Office has requested 25 bottles of wine for Trustees, Chancellor, Vice Chancellors.
7. Budget Update
 - a. See attached 2021-2022 Budget for revenues and expenditures to date.
 8. Other items from the Board?
 - a. Question about new VWT Facility.
 9. Next Meeting?

FOR YOUR INFORMATION

1. Winery Compliance
 - a. Licenses: current and posted.
 - CA ABC License valid 7/1/21 – 6/30/22.
 - CA Processor License valid 12/1/21-11/30/22.
 - b. Federal Winery Filings and Excise Taxes: current.
 - TTB 5000.24am filed February 2022.
 - TTB 5120.17temp filed February 2022.
 - c. CA State Winery Filings and Taxes: current.
 - CDTFA 501 Wine Grower (State Excise Tax) 2021 Qtr 1 filed, Qtr 2 filed, Qtr 3 filed, Qtr 4 filed. 2022 Qtr 1 due April 15.
 - CDTFA Sales & Use Tax 2021 Qtr 1 filed, Qtr 2 filed, Qtr 3 filed, Qtr 4 filed. 2022 Qtr 1 due April 30.
2. Foundation 501(c)(3) Compliance
 - a. 2020-2021 Annual Registration Renewal Report to Attorney General of CA (RRF-1) filed 8/31/21.
 - b. 2020-2021 Annual Treasurer’s Report to Attorney General of CA (CT-TR-1) filed 8/31/21.
 - c. 2020-2021 CA FTB 190N filed 9/7/21.
 - d. 2020-2021 IRS 990N filed 8/31/21.
 - e. 2021-2022 CA Secretary of State (CA SOS SI-100) due April 30.

3. Compliance work is very time consuming.