

**LLC Managing Committee Meeting Agenda
Conference Call**

January 7, 2016, 3:00 PM

Dial-In: 1-800-831-3695/Passcode: 900770#

(excerpt from LLC Operating Agreement)

The Managing Committee will ordinarily make decisions involving:

- **company policy;**
- **company strategic planning;**
- **authorize and revise annual budgets for the Company;**
- **make decisions as to accounting protocol or policies;**
- **annual review of event contractors and delegation of authority to Executive Director of ASEV and/or to the President of CAWG to execute contracts within the scope of the annual budget;**
- **providing input and final approval of the content, format, template and selection of speakers for the trade show and program for each Unified Wine & Grape Symposium;**
- **authorize compensation of Members;**
- **declaring and paying distributions to Members;**
- **delegating responsibility for day to day operations of the Company to ASEV, CAWG, independent contractors and/or committees on all other decisions**

Committee Members (8):

Bill Pauli (CAWG Past Chair), Chair (January-December 2015)

John Aguirre (CAWG President), Tom Collins (ASEV Secretary/Treasurer), Nichola Hall (ASEV Board 1st Vice President), Dan Howard (ASEV Executive Director), Jim Kennedy (ASEV Past President), Carson Smith (CAWG Director-at-Large), and David Weiss (CAWG Director)

LLC Managing Committee Meeting Agenda

1. **Call to Order**
2. **Approval of January 7 Agenda**
3. **Approval of November 10 Meeting Minutes***
4. **Old Business**
 - a. LLC Managing Committee – Proposed CAWG Committee Member
 - b. Program Update
 - c. Registration Update
 - d. Keynote Speaker Luncheon – Presentation and Attendance
5. **New Business**
 - a. Appoint LLC Managing Committee Chair – ASEV representative (January – December 2016)
6. **Next Meeting Date and Time:** In person lunch meeting at Unified – Thursday, January 28, Noon – 1:30 pm, Hyatt Regency, Santa Barbara Room
7. **Adjournment**

**documents attached*

**LLC Managing Committee Meeting Minutes
Conference Call**

November 10, 2015, 3:00 PM

Committee Members

Bill Pauli (CAWG Past Chair), Chair (January-December 2015)

John Aguirre (CAWG President), Tom Collins (ASEV Secretary/Treasurer), Nichola Hall (ASEV Board 1st Vice President), Dan Howard (ASEV Executive Director), Jim Kennedy (ASEV Past President), Carson Smith (CAWG Director-at-Large)

Committee Members Not Present

David Weiss (CAWG Director)

Others Present

Jenny Devine-Smith (CAWG Staff)

1. **Call to Order.** Bill Pauli called the meeting to order at 3:04 PM.
2. **Approval of November 10 Agenda.** Tom Collins moved to approve the agenda as submitted, second by Nichola Hall. Motion was approved.
3. **Approval of September 25 Meeting Minutes.** Carson Smith moved to approve the minutes with the requested change to the date at the top of the minutes, second by Tom Collins. Motion was approved.
4. **Old Business**
 - a. **LLC Managing Committee Term Updates.** Carson Smith will be stepping down from the committee after his term ends on March, 2016. He is willing to stay on until March, but he feels that it would be beneficial to have the new board/committee member step in at the beginning of the year. John Aguirre will get back to the committee with a proposed list of new members for the next call.
 - b. **Program Update.** Tom Collins and Jenny Devine-Smith provided an update on the program and the keynote speaker luncheon with Fred Franzia. The program planning is going well and they hope to have the content wrapped up prior to the holidays. Jenny Devine-Smith will begin reaching out to each panel to confirm their participation and start setting up conference calls. Tom will check with the Spanish language sub-committee to confirm who is doing the translation.
5. **New Business**
 - a. **Registration and Housing Updates.** Dan Howard reported that it is very early to report on registration numbers at this moment, he gave a brief update on the numbers. He stated that housing went well. The Citizen did open late this year, at 9:45 AM. He received just a few emails, but he was able to call each person back and explain the issue.
6. **Next Meeting Date and Time.** The next LLC Managing Committee Meeting will be on Thursday, January 7 at 3:00 PM.
7. **Adjournment.** Jim Kennedy moved to adjourn the meeting, second by Tom Collins. The meeting was adjourned at 3:17 PM.