

**LLC Managing Committee Meeting Agenda
In-Person Meeting**

January 28, 2016
12:00 PM – 1:30 PM
Hyatt Regency – Capitol Boardroom – 2nd Floor

(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):

Jim Kennedy (ASEV Past President), Chair (January-December 2016)

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

LLC Managing Committee Meeting Agenda

1. **Call to Order**
2. **Approval of January 28 Agenda**
3. **Approval of January 7 Meeting Minutes***
4. **Old Business**
 - a. LLC Managing Committee: Announce New CAWG Committee Member
 - b. Registration Update
5. **New Business**
 - a. Discuss and Identify: 2017 PDC Chair
 - b. Increase in Regional Focused Symposiums
6. **Next Meeting Date and Time**
7. **Adjournment**

**documents attached*

**LLC Managing Committee Meeting Minutes
Conference Call**

January 7, 2016, 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), David Weiss (CAWG Director)

Others Present

Jenny Devine-Smith (CAWG Staff)

1. **Call to Order.** Bill Pauli called the LLC Managing Committee meeting to order at 3:04 PM.
2. **Approval of January 7 Agenda.** David Weiss moved to approve the agenda as submitted, second by Jim Kennedy. Motion was approved.
3. **Approval of November 10, 2015 Meeting Minutes.** Jim Kennedy moved to approve the minutes as submitted, second by Nichola Hall. Motion was approved.
4. **Old Business.**
 - a. **LLC Managing Committee: Proposed CAWG Committee Member.** John Aguirre has reviewed the new CAWG LLC Managing Committee member details with Aaron Lange, CAWG's chair. Aaron would like some time to think about it before we make a decision. John Aguirre stated that he will provide further updates via email or during the next in-person meeting. Carson Smith did confirm that he would stay on until CAWG confirms a new member.
 - b. **Program Update.** Tom Collins and Jenny Devine provided an program update. They stated that the program is in good shape and all speakers, except for one or two, have been confirmed, which has been a struggle in the past. Bill Paulie asked why the program is in better shape than in years past. Tom and Jenny stated that the Program Development Committee started earlier and we have stayed on top of them to get their information in prior to harvest.
 - c. **Registration Update.** Dan Howard stated that there is a total of 676 paid registrants, compared to 732 paid registrants this time last year. The number will jump to 1500 paid registrants in the next week or two.
 - d. **Keynote Speaker Luncheon.** Dan Howard stated that the Keynote Speaker Luncheon is currently sold out, with 145 people on the waiting list. We are going to add space for up to 450 - 480 people – up to 150 additional seats.
5. **New Business**
 - a. **Appoint LLC Managing Committee Chair: ASEV Representative (January – December 2016).** Dan Howard stated that the ASEV board would like to nominate Jim Kennedy as the next committee chair. Dan made the motion to approve Jim Kennedy as the next LLC Managing Committee Chair for the term of January 2016 – December 2016. Bill Pauli second, the motion was approved.
6. **Next Meeting Date and Time:** The next LLC Managing Committee meeting will take place in-person, during Unified, January 28, 12 PM – 1:30 PM. The meeting will include lunch and will take place at the Hyatt Regency in the Capitol Board Room.
7. **Adjournment.** Nichola Hall made the motion to adjourn the committee meeting, Bill Pauli second. The meeting was adjourned at 3:17 PM.