

**LLC Managing Committee Meeting Agenda  
Zoom Meeting**

Monday, December 12, 2022  
10:00 AM

**Committee Members (8):**

Jim Harbertson (ASEV Technical Program Director), Chair (July 1, 2022 - June 30, 2023)  
Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG Interim President), Dan Howard (ASEV Executive Director), Anita Oberholster (ASEV 2<sup>nd</sup> Vice President), Bill Pauli (CAWG Past Chair), Tom Slater (CAWG Chair), Keith Striegler (ASEV President)

**LLC Managing Committee Meeting Agenda**

1. **Call to Order**
2. **Approval of December 12 Meeting Agenda**
3. **Approval of November 15 Meeting Minutes\***
4. **New Business**
  - a. New LLC Managing Committee Member
  - b. New Unified Symposium Logo
  - c. Registration Update
  - d. Exhibit Sales Update
  - e. Sponsorship & Advertisement Update
5. **Old Business**
  - a. Overall Program Development Update
  - b. Active Assailant Insurance Update
6. **Next Meeting Date and Time**
7. **Adjournment**

*\*documents attached*

**LLC Managing Committee Meeting Minutes**  
**Zoom Meeting**

Tuesday, November 15, 2022  
3:00 PM

**Committee Members Present:**

Jim Harbertson (ASEV Technical Program Director), Chair (July 1, 2022 - June 30, 2023)  
Mike Boer (CAWG Past Board Member), Natalie Collins (CAWG Interim President), Dan Howard (ASEV Executive Director), Anita Oberholster (ASEV 2<sup>nd</sup> Vice President), Bill Pauli (CAWG Past Chair), Tom Slater (CAWG Chair), Keith Striegler (ASEV President)

**Others Present**

Jenny Devine (CAWG Staff), Jen Smalley (ASEV Staff)

**LLC Managing Committee Meeting Agenda**

1. **Call to Order.** Jim Harbertson called the meeting to order at 3:01 PM.
2. **Approval of November 15 Meeting Agenda.** Bill Pauli moved to approve the November 15 meeting agenda, Keith Striegler second the motion. The motion was approved.
3. **Approval of October 25 Meeting Minutes.** Mike Boer moved approved the October 25 meeting minutes, Tom Slater second the motion. The motion was approved.
4. **Old Business**
  - a. **Active Assailant Insurance.** The LLC Managing Committee discussed the Active Assailant Insurance options based on the discussion during the October 25 meeting. Dan Howard provided additional information. He stated that we have until December 20, 2022, to decide. We will not need to amend the budget, because we are no longer using Ballroom B, which will save us on funds to use for the insurance expense.
    - i. The decision that needs to be made on which coverage we would like to move forward with, if any.
      1. If we decide to buy the lowest coverage, \$5,500 premium, which will cover the lawyer's fees, the budget will not need to be amended.
      2. Frank Crum is recommending the \$5 Million, \$13,256 premium, which will cover the symposium over the four days.
    - ii. **Discussion:**
      1. Jim Harbertson's recommendation would be to buy the bare minimum, the lowest premium. Unified is in a position where it is not under the same dire circumstances that these other examples suggest, chances are extremely low for this type of an event. There is only one insurance company that is willing to take this bet, and it is a British company, they are willing to take a bet on one's fear.
      2. Tom Slater agrees with Jim's comments. Tom's further recommendation would be that we do not purchase the insurance for the 2023 symposium and look into it for 2024.
      3. Anita Oberholster stated that her biggest concern is someone trying to sue after an issue.
      4. Tom Slater asked if we are fully naked without this type of insurance, and Dan Howard stated that we do have liability insurance, but not this specific type of insurance.
      5. Keith Striegler stated that we do not necessarily need anything, but with the newly attack at the University of Virginia, we could potentially be a target.

6. **Motion:** Mike Boer moved to approve the purchase of the minimum premium amount, \$5,500. Keith Striegler second the motion, the motion was approved.
  - b. **Overall Program Development Update.** Jenny Devine provided an update on the program. She stated that the program is about 90% complete with a few holes in the Winemaking and Business & Operations track. The final speaker to confirm for the Thursday General Session, Jancis Robinson, unfortunately declined our invitation and we will work on inviting the backup. She continued to state that she is now working with each individual panel to assist with conference calls. All speaker packets have been sent out, and the group is continuously reminding the speakers to submit their forms and hotel information.
5. **Next Meeting Date and Time.** The next LLC Managing Committee Meeting will take place on Monday, December 12, 10:00 AM.
6. **Adjournment.** Jim Harbertson adjourned the meeting at 3:19 PM.