

**LLC Managing Committee Meeting Agenda
Zoom Meeting**

Thursday, May 21, 2020
2:00 PM

Zoom Meeting Details:

Join Zoom Meeting: <https://us02web.zoom.us/j/82895803573?pwd=LzNxNEhRV3NYM2IKOU9OTHpxbDF2Zz09>

Meeting ID: 828 9580 3573

Password: 569710

Dial by your location: +1 669 900 6833 US (San Jose) OR +1 253 215 8782 US (Tacoma)

Committee Members (8):

Tom Slater (CAWG Director), Chair (July 1, 2019 - June 30, 2020)

John Aguirre (CAWG President), Mike Boer (CAWG Board Member), Nichola Hall (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Bill Pauli (CAWG Past Chair), Keith Striegler (ASEV Board Member)

LLC Managing Committee Meeting Agenda

1. **Call to Order**
2. **Approval of May 21 Meeting Agenda**
3. **New Business**
 - a. COVID-19 Discussion – Report provided by Ibbi Amulfti
4. **Approval of April 16 Meeting Minutes***
5. **Old Business**
 - a. 2021 Unified – Program Development Committee Update
6. **Next Meeting Date and Time**
7. **Adjournment**

**documents attached*

**LLC Managing Committee Meeting Minutes
Conference Call**

Thursday, April 16, 2020
3:00 PM

Committee Members Present:

Tom Slater (CAWG Director), Chair (July 1, 2019 - June 30, 2020)
John Aguirre (CAWG President), Mike Boer (CAWG Board Member), Nichola Hall (ASEV Past President), Jim Harbertson (ASEV Technical Program Director), Dan Howard (ASEV Executive Director), Bill Pauli (CAWG Past Chair), Keith Striegler (ASEV Board Member)

Others Present:

Jenny Devine, CAWG Staff

LLC Managing Committee Meeting Minutes

1. **Call to Order.** Tom Slater called the meeting to order at 3:04 PM.
2. **Approval of April 16 Meeting Agenda.** Under New Business, Dan Howard would like to add Surveys Discussion to item number 5. b. Mike Boer made the motion to amend the agenda as stated. Jim Harbertson second, motion was approved.
3. **Approval of March 11 Meeting Minutes.** Jim Harbertson moved to approve the March 11 meeting minutes. Bill Pauli second, motion was approved.
4. **Old Business**
 - a. **2021 Unified Program Development Committee Update.** Jenny Devine and John Aguirre provided an update on where we stood with the committee invitations and the change to the overall process.
 - i. **Committee Chairs.** Leticia Chacon-Rodriguez and Mike Boer both agreed to sit on the committee, as co-chairs (Leticia for two years and Mike for one year)
 - ii. **Meeting Format.** We will host two online meetings via Zoom and feature two key speakers per meeting to discuss key issues and trends confronting the U.S. wine industry.
 1. Meeting #1 will feature Mike Veseth, Wine Economics, and Stephen Rannekleiv, Rabobank
 2. Meeting #2 will feature Jeff Bitter, Allied Grape Growers, and Jon Moramarco, bw166
 - iii. **Committee List.** The committee list is currently being reviewed. Once approved, Jenny Devine will send out invitations and finalize the two meeting dates.

5. New Business

- a. **COVID-19 Discussion – Potential impact on Unified 2021.** John Aguirre provided a summary to the LLC Managing Committee regarding a proposal to contract with Ibrahim (Ibbi) Amulfti, with Arup, to prepare a paper analyzing the likelihood that the 2021 Unified (and other large events) would be allowed to occur in January at Cal Expo, February or May 2021 at the convention center. And if the show is permitted to occur in 2021, what restrictions may be required to minimize the risk of COVID-19 spread and what kinds of liabilities may we incur by holding the Unified. The cost to contract with Arup to provide a detailed analysis is approximately \$5,000.
 - i. **Alternative Dates.**
 1. February 19 – 26 (show dates on Feb 23 – 25). The convention center is available, as will the Hyatt and Sheraton.
 2. April 30 – May 7 (show dates on May 4 – 6). The convention center is available; however, we are still waiting on the Hyatt and Sheraton.
 3. Discussion. May is not ideal for the growers, February would be better. We could lose the one-day attendees. However, May is potentially safer from a health perspective.
 - ii. **Current Liabilities.** If we cancel the show on October 1, with a government order, our expense liability has been estimated to be approximately \$300,000, with a refund to everyone. If there is no government order, then the expense liability would be much higher.
 1. A net loss of over a million dollars, \$500,000 to each organization, in addition to the expense liability of \$300,000.
 2. Each organization would not bill for staff time reimbursement. We would save on costs if we were to cancel the show earlier, say today or within the next month.
 - iii. **Convention Center.** The convention center is currently scheduled to be completed the first two weeks of January. If we were to move to February or May 2021, we will be able to go back to the convention center. They will hold the dates for another month.
 - iv. **Committee Approval.** Jim Harbertson made the motion to approve the \$5,000 expense to contract with Arup, and quickly begin the analysis process in order to report the risks in a timely manner so the committee can make an informed decision to either cancel the symposium or postpone to February or May. Nichola Hall second. The motion was approved.

- b. **Survey Discussion (Addition):** Dan Howard stated that the surveys have been posted online under the LLC Managing Committee portal. Overall, with the change in venue, the surveys were positive. There were people who really liked Cal Expo and others who did no. The majority of the comments around Cal Expo can be corrected and will be.
6. **Next Meeting Date and Time.** The next LLC Managing Committee meeting will take place via Zoom, on Thursday, May 21, at 2:00 PM.
7. **Adjournment.** Tom Slater adjourned the meeting at 3:41 PM.