



NOTICE OF MEETING OF THE BOARD OF DIRECTORS SONOMA COUNTY HARVEST FAIR

**October 14, 2020
5:00 p.m.**

Notice is hereby given that meetings of the Sonoma County Harvest Fair
will convene at times and location set forth in this notice.

In accordance with Executive Order N-29-20 the October 14, 2020 Sonoma County Harvest Fair Board meeting will be held virtually.

The web conferencing system Zoom will be utilized for this meeting. To participate in the meeting you will need a computer connected to the internet with microphone capabilities or a telephone. (It is not necessary to have a camera). A smart phone or tablet can also be utilized to join the meeting. To test your equipment please use this link: <https://zoom.us/test>

Join Zoom Meeting

<https://us02web.zoom.us/j/87102341217?pwd=OHdJMWliidG8xS3lZbVRqM0g2MkFIQT09>

Meeting ID: 871 0234 1217

Passcode: 281298

MEMBERS: President, Les Perry; Pat Emery, Vice-President;

Becky Bartling, Percy Brandon, Cindy Crane, Rocco Cunningham, Scott Goyne, Michael Haney, Karissa Kruse/Amy Tesconi, Teejay Lowe, Jake Martini, Mo McElroy, Tammi Matthias, Jason Schneider, Andrew Smith

1. Call to Order
2. Introduction of Guests
3. Public Comments on issues not on the Agenda: *Any member of the audience desiring to address the Board on a matter not on the agenda: Please stand and after receiving recognition from the Chair, please state your name and make your comments. In order that all interested parties have an opportunity to address the Board, each person is granted 3 minutes to speak. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen. For items that are on the agenda, each person will be allowed to address the topic being discussed, and will be allowed 3 minutes to speak.*
4. Approval of Agenda
5. Discussion and possible action to approve the Financial Statements through September 30, 2020 (Attachment #1)
6. Approval of Item 1 on the Consent Agenda
The Consent Agenda includes routine financial and administrative actions that are usually approved by a single majority vote. Questions or comments are accepted, but there will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Agenda and placed on the Regular Agenda under the appropriate Committee or Agenda Item.
7. President's Report- Les Perry
8. Update: Professional Wine Competition
9. Discussion and Possible Action: Type 20 ABC License
10. Request for Future Agenda Items
 - Contract with Sonoma County Fair
11. Adjournment

**DISABLED ACCOMODATION: If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact 707-545-4203. Advance notification within this guideline will enable the County to make reasonable arrangements to ensure accessibility.*

CONSENT AGENDA

1. Approval of September 9, 2020 Harvest Fair Board Meeting Minutes (Attachment #2)

HARVEST FAIR ASSOCIATION OF SONOMA COUNTY
BALANCE SHEET - DRAFT

As of

9/30/2020
Actual
YTD

ASSETS

CURRENT ASSETS

Cash in Bank	126,919
Cash in Treasury	0
Accounts Receivable (net of allowance)	16,155
Other Assets	2,000
TOTAL CURRENT ASSETS	145,074

TOTAL ASSETS

145,074

LIABILITIES & EQUITY

CURRENT LIABILITIES

Accounts Payable	17,357
Accrued Expenses	34,386
Sales & Use Tax Payable	62
Deposits & Refunds Payable	0
TOTAL CURRENT LIABILITIES	51,805

FUND EQUITY

Beginning Retained Earnings	55,868
Profit(Loss) for the Year	37,402
TOTAL EQUITY	93,269

TOTAL LIABILITIES & EQUITY

145,074

HARVEST FAIR ASSOCIATION OF SONOMA COUNTY
INCOME STATEMENT - DRAFT

For the Period	9/30/2020 Actual YTD	9/30/2020 Budget YTD	Variance	Annual Budget
Revenues				
Sponsorships	2,500		2,500	22,000
Operations - Parking - Admissions	193		193	8,000
Awards Night				60,000
Sponsorships - Awards Night				15,000
Wine Competition	70,410		70,410	85,200
Culinary Competitions	2,555		2,555	4,000
Attractions				3,500
Misc Programs				
Retail Sales				
Tasting				112,900
Vendors				4,100
Total Revenues	75,658		75,658	314,700
Expenses				
Administration	4,343		(4,343)	73,755
Operations - Parking - Admissions				15,950
Awards Night				65,459
Wine Competition	19,120		(19,120)	51,150
Culinary Competition	4,617		(4,617)	4,600
Attractions				8,875
Misc. Programs				
Publicity/Marketing	10,500		(10,500)	55,000
Retail Sales				
Tasting				36,950
Vendors				
Prior Period Expense	(323)		323	
Total Expenses	38,256		(38,256)	311,739
Operating Income/(Loss) - Prior to Revenue Split	37,402		37,402	2,961
Revenue Share with SCF				
Net Income	37,402		37,402	2,961



**Sonoma County Harvest Fair
DRAFT Minutes of the
Board of Directors' Meeting
Wednesday, September 9, 2020 5:00 p.m.**

In accordance with Executive Order N-29-20 the September 9, 2020 Sonoma County Harvest Fair Board meeting was held virtually. All actions were voted on by roll call.

DIRECTORS PRESENT: Les Perry, President, Pat Emery, Vice-President; Percy Brandon, Cindy Crane, Rocco Cunningham, Teejay Lowe, Scott Goyne, Mo McElroy, Jason Schneider Amy Tesconi

DIRECTORS ABSENT: Becky Bartling, Michael Haney, Jake Martini, Tammi Matthias, Andrew Smith,

OTHERS PRESENT: Heather Borck, Sheila Quince

The meeting was called to order by President Perry at 5:03 p.m.

INTRODUCTION OF GUESTS: None

PUBLIC COMMENTS: None

APPROVAL OF THE AGENDA:

Director Lowe moved to approve the agenda; Director Crane seconded the motion; the motion passed unanimously.

Discussion and possible action to approve the Financial Statements through August 31, 2020

Exhibits Coordinator Borck presented the Financial Statements. The current cash income as of August 31 was \$43,570, however, Borck also informed the committee that to date professional wine has brought in \$65,000. Director Lowe moved to approve the Financial Statements through July 31, 2020; Director Goyne seconded the motion; the motion passed unanimously.

APPROVAL OF ITEMS 1-2 ON THE CONSENT AGENDA:

Director Emery moved to approve items 1 on the consent agenda; Director Goyne seconded the motion; the motion passed unanimously.

PRESIDENT'S REPORT:

No Report

UPDATE: PRO WINE JUDGING

Professional Wine Coordinator Quince reported that there are 913 wines entered into the competition. She will be confirming one last judge. She referenced the schedule and safety protocols that had been shared with the board. Judging will take place Tuesday, September 15 and Wednesday, September 16. Director Lowe explained that the medals and best of class wines will be announced on September 20. The Best of Class wines and gold medal winning brands will be published in the Press Democrat. All awards except sweepstakes will be posted at harvestfair.org. The sweepstakes wines will be announced on September 27 through a video being produced by Sonoma County Winegrowers. Director Tesconi explained that Sonoma County Winegrowers will also be producing and releasing a teaser video on September 20.

REQUEST FOR FUTURE AGENDA ITEMS:

- Contract with Sonoma County Fair

Director Lowe moved to adjourn the meeting at 5:23 p.m., Director Tesconi seconded the motion; motion passed unanimously.

CONSENT AGENDA

1. Approval of August 12, 2020 Harvest Fair Board Meeting Minutes
2. Approval of August 17 Pro Wine Meeting Minutes