



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

**November 18, 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 November 18, 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/89708659074?pwd=YzI4aEVEbnZ4R0QrTmF2RG9zVzI4UT09>

Meeting ID: 897 0865 9074

Passcode: 954233

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 October 31, 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
 - a. Sonoma County Vintners
 - b. Nominating Committee Report
8. Discussion and Possible Action: 2021 Harvest Fair
9. Discussion and Possible Action: Board Seat Vacancies (Attachment#3)
10. Election of 2021 Officers
11. Distribution of 2021 Harvest Fair Meeting Calendar (Attachment#4)
12. Request for Future Agenda Items
 - a. Contract with Sonoma County Fair
13. 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 October 14, 2020 Harvest Fair Board Meeting Minutes (Attachment #2)

HARVEST FAIR ASSOCIATION OF SONOMA COUNTY
BALANCE SHEET - DRAFT

As of 10/31/2020
Actual
YTD

ASSETS

CURRENT ASSETS	
Cash in Bank	100,291
Cash in Treasury	0
Accounts Receivable (net of allowance)	16,155
Other Assets	0
TOTAL CURRENT ASSETS	116,446
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TOTAL ASSETS	116,446

LIABILITIES & EQUITY

CURRENT LIABILITIES	
Accounts Payable	0
Accrued Expenses	23,125
Sales & Use Tax Payable	62
Deposits & Refunds Payable	(80)
TOTAL CURRENT LIABILITIES	23,107
FUND EQUITY	
Beginning Retained Earnings	55,868
Profit(Loss) for the Year	37,471
TOTAL EQUITY	93,339
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TOTAL LIABILITIES & EQUITY	116,446

HARVEST FAIR ASSOCIATION OF SONOMA COUNTY
 INCOME STATEMENT - DRAFT

For the Period	10/31/2020	10/31/2020	Variance	Annual Budget
	Actual YTD	Budget YTD		
Revenues				
Sponsorships	2,500	9,000	(6,500)	22,000
Operations - Parking - Admissions	193	800	(607)	8,000
Awards Night		55,000	(55,000)	60,000
Sponsorships - Awards Night		15,000	(15,000)	15,000
Wine Competition	68,920	86,000	(17,080)	85,200
Culinary Competitions	2,555	4,000	(1,445)	4,000
Attractions		2,000	(2,000)	3,500
Misc Programs				
Retail Sales				
Tasting		110,103	(110,103)	112,900
Vendors		3,500	(3,500)	4,100
Total Revenues	74,168	285,403	(211,235)	314,700
Expenses				
Administration	7,360	71,800	64,440	73,755
Operations - Parking - Admissions	2,500	15,500	13,000	15,950
Awards Night		59,485	59,485	65,459
Wine Competition	20,275	45,300	25,025	51,150
Culinary Competition	4,378	4,600	222	4,600
Attractions		7,500	7,500	8,875
Misc. Programs				
Publicity/Marketing	9,277	50,000	40,723	55,000
Retail Sales				
Tasting		27,650	27,650	36,950
Vendors				
Prior Period Expense	(7,093)		7,093	
Total Expenses	36,697	281,835	245,138	311,739
Operating Income/(Loss) - Prior to Revenue Split	37,471	3,568	33,903	2,961
Revenue Share with SCF				
Net Income	37,471	3,568	33,903	2,961



Sonoma County Harvest Fair
DRAFT Minutes of the
Board of Directors' Meeting
Wednesday, October 14, 2020 5:00 p.m.

In accordance with Executive Order N-29-20 the October 14, 2020 Sonoma County Harvest Fair Board meeting was held virtually. All actions were voted on by roll call.

DIRECTORS PRESENT: Les Perry, President; Becky Bartling, Percy Brandon, Scott Goynes, Jake Martini, Tammi Matthias, Jason Schneider, Amy Tesconi

DIRECTORS ABSENT: Pat Emery, Vice-President Becky Bartling, Michael Haney, Cindy Crane, Rocco Cunningham, Teejay Lowe, Mo McElroy, Andrew Smith

OTHERS PRESENT: Heather Borck, Kaitlyn Findley-Thorn

The meeting was called to order by President Perry at 5:05 p.m.

INTRODUCTION OF GUESTS: None

PUBLIC COMMENTS: None

APPROVAL OF THE AGENDA:

Director Martini moved to approve the agenda; Director Brandon 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 net income for 2020 is \$37,402. She stated that she expects that number to fluctuate some as there are expense and income accruals.

Director Brandon moved to approve the Financial Statements through July 31, 2020; Director Goynes seconded the motion; the motion passed unanimously.

APPROVAL OF ITEMS 1 ON THE CONSENT AGENDA:

Director Goynemoved to approve items 1 on the consent agenda; Director Matthias seconded the motion; the motion passed unanimously.

PRESIDENT'S REPORT:

President Perry reported that he met with Exhibitors Coordinator Borck and has asked her to follow up with the County Administrator's office regarding the Vintner's response to the missing \$10,000 of Community Investment funds.

UPDATE: PRO WINE JUDGING

Exhibits Coordinator Borck reported that wine judging occurred on September 15 and 16 in the Showcase Café. There were 921 wines entered from 113 brands. Award totals are as follows: 115 Double Golds, 179 Golds, 476 Silver, 99 Bronze for a total of 32% golds. In comparison there were 1024 wines entered in 2019 with 75 double gold 160 gold 516 silver 221 bronze and a 23% gold rate. COO Findley-Thorn explained that the best of class and gold medal winning brands were announced in the Press Democrat on September 20. The Sonoma County Winegrowers created and released a teaser video as well as a sweepstakes announcement video on September 20 and September 27. COO Findley-Thorn also thanked Sonoma County Winegrowers and Bottle Barn for their sponsorships. Director Tesconi reported that the sweepstakes video reached 3,601 people. The video was also included in an email blast to 2,800 persons as well as a full page story was included in their "Vine Times" newsletter which reaches 2,500 individuals.

DISCUSSION AND POSSIBLE ACTION: TYPE 20 ABC LICENSE

Exhibit Coordinator Borck informed the board that the Harvest Fair has been contacted by the ABC. Both type 20 ABC licenses were suspended in 2016. The Harvest Fair had a year to transfer, cancel or reinstate the licenses. One license has already been cancelled. The ABC has been reconciling their records and contacted us regarding the suspension. The license needs to be immediately transferred or cancelled, we are not able to reinstate the license as we are not currently selling alcohol. The second license will also be cancelled.

REQUEST FOR FUTURE AGENDA ITEMS:

- Contract with Sonoma County Fair
- Nominating Committee

Director Goyne moved to adjourn the meeting at 5:30 p.m., Director Martini seconded the motion; motion passed unanimously.

CONSENT AGENDA

1. Approval of September 9, 2020 Harvest Fair Board Meeting Minutes

2021 Harvest Fair Board Meetings

Month	Date
January	13
February	10
March	10
April	14
May	12
June	9
July	14
August	11
September	8
November	10
December	8