



## Las Positas College Viticulture & Enology Foundation

### Board of Directors Meeting

[X] Indicates present

	VOTING	NON VOTING
	Dyrell Foster, College President	Paula Checchi, Associate
	David Everett, Board President	Sean Brooks, Associate
	Meredith Saboraria, Board Vice President	Guests:
	Norman Petermeier, Board Treasurer	Lisa Everett, Interim VWT Coordinator
	Beth Murray Mirassou, Board Secretary	
	Roanna Bennie, Director	
	Neal Ely, Director	

April 30, 2025, 2:00pm

Location: Building 3300 – Horticulture, Room 3302, Las Positas College

### AGENDA

#### 1. Welcome and Introductions

Dyrell Foster	Ex officio, College President	Current Terms
David Everett	Ex officio, VWT Faculty & Coordinator President	4/18/24 – 4/18/26
Meredith Sarboraria	VP	4/26/23 – 4/26/26
Norm Petermeier	Treasurer	4/26/23 – 4/26/26
Beth Murray Mirassou	Secretary	4/26/23 - 4/26/26
Neal Ely	Director	4/18/24 – 4/18/27
Roanna Bennie	Director	4/26/23 – 4/26/26

#### 2. Review and approval of Agenda

#### 3. Review and approval of Minutes from October 2024 meeting

#### 4. Hiring Updates / Needs

- Full Time Tenure Track VWT Faculty
- Winery Operations Manager

#### 5. Vineyard Update

#### 6. Wine Production Update

#### 7. Stemware Loaner Program

#### 8. 2024-2025 LPC V&E Foundation Budget

- 2024-25 Budget to date

#### 9. Statewide Association of Community Colleges (SWACC) Auxiliary Organization Liability Insurance Policy

## 10. Winery Compliance

- a. CA ABC License
  - i. Current 3/19/25 – 6/30/25
  - ii. Move from Building 800 to Buildings 3600-3700 required a Premise to Premise Transfer. Application for premise change was submitted 9/12/24. CA ABC License for new premises was issued 3/19/25.
- b. CA ABC Type 02 Winegrowers/Blenders Report
  - i. Current
  - ii. Due by October 15 for prior fiscal year
  - iii. Filed 8/1/24
- c. CalRecycle
  - i. NEW reporting and fees started in 2024
  - ii. Beverage Manufacturer (BM) – tracking bottles filled; pay \$0.00576/bottle in 2024
  - iii. Beverage Distributor / Sales (DS) - tracking bottles sold and consumed off site; pay \$0.10/bottle in 2024
  - iv. Labeling requirement added to all wine labels
  - v. DORIIS account for online reporting access approved; Reporting manual/training reviewed.
  - vi. Filed 13 BM reports and 13 DS reports for 2024 in January 2025. Paid \$48.21 total
  - vii. Demonstrated eligibility for annual reporting
  - viii. Eligibility for annual reporting BM and DS approved 2/28/25
  - ix. Next CalRecycle BM report, DS report, and fees for 2025 due by 2/1/26
- d. CA ABC Responsible Beverage Server (RBS) Training
  - i. Current
  - ii. Required every 3 years for managers and servers. Any on-premises alcohol server or manager must register in the RBS Portal, take training from an authorized RBS Training Provider, and pass the ABC Alcohol Server Certification examination within 30 days of completing the training. Servers and managers must be certified within 60 days of their first date of employment.
- e. CDFA Processors License – current
  - i. Current
  - ii. Renewal submitted 10/1/24
- f. CDFA Pierce's Disease Assessment
  - i. 2024 Report filed 11/24/24
- g. CDFA Grape Crush and Grape Acreage Report

- i. 2024 Report filed 11/24/24
  - h. CDTFA Sales Tax
    - i. Current
    - ii. Filed quarterly; paid quarterly; filed 1/14/25; filed 4/ 23/25.
  - i. CDTFA Wine Grower Tax Return
    - i. Current
    - ii. 2024 Report filed 1/14/25
  - j. Fictitious Business Name – “Campus Hill Winery”; “Campus Hill Vineyards”
    - i. Current 10/18/24 – 10/17/2029
    - ii. Renewal required every 5 years; Filed renewal with Alameda County Clerk 10/1/24.
  - k. TTB Basic Permit / Wine Premises Registry
    - i. Move from Building 800 to Buildings 3600-3700 required Location Change to be filed with TTB.
    - ii. Amended TTB Basic Permit for new location issued 2/26/25
  - l. TTB 5120 Winery Premises Operations for prior year due January 16
    - i. Filed
  - m. TTB 5000.24 Excise Tax Return due January 30
    - i. Filed and paid
- 11. 501(c)(3) Compliance
  - a. IRS and FTB
    - IRS 990N must be filed each year by Nov 15 – Filed 10/5/24
    - FTB 199N must be filed each year by Nov 15 – Filed 10/5/24
  - b. CA Attorney General Registry of Charitable Trusts
    - RRF-1 due by Nov 1 each year – Filed 10/5/24
    - CT-TR-1 must accompany RRF-1 – enclosed with RRF-1
    - IRS 990N must accompany RRF-1 – enclosed with RRF-1
  - c. CA Secretary of State
    - CA SOS SI-100 – Filed renewal 8/1/24
- 12. News
  - a. Ribbon Cutting for Teaching Winery and new instructional facilities was held November 19, 2024. The event was well attended; several hundred community members, college members, students, and alumni braved the cold and attended the event. Thank you to all who helped with the event planning and execution.
  - b. Thank you to the Foundation for the purchase of the “Grand Crew” shirts for students and alumni of the VWT program; the students were so very proud to sport their new shirts.

- c. Spring Wine Week – Campus Hill Winery will be open for wine tasting and wine sales Tuesday, May 13 - Thursday May 15, 2-6pm, with live music Thursday 4-6pm.
- d. West Coast College and University Wine Festival and Competition will be held June 13-14, 2025 at Allan Hancock College. Campus Hill Winery at Las Positas College won Gold and Best of Show Red last year, and looks forward to another showing.
- e. Las Positas College will host the Global Artisan Vintners Alliance wine industry & media networking social hour June 20, 3-5pm at the Campus Hill Winery. Global and local winemakers and leaders, and college VWT faculty, staff and students are invited. RSVP to [lindssey.knight@acgov.org](mailto:lindssey.knight@acgov.org) by June 11.

13. Other?

14. Next Meeting?