



Las Positas College Viticulture & Enology Foundation

Board of Directors Meeting

[X] Indicates present

	VOTING Directors		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		
	Beth Murray Mirassou, Board Secretary		
	Roanna Bennie, Director		
	Neal Ely, Director		

April 14, 2026, 2:00pm

Location: Building 3300 HORTICULTURE BUILDING, Room 3302, Las Positas College

AGENDA

1. Welcome and Introducti

Dyrell Foster	Ex officio, College President	
Brianna Lopez	Ex officio, VWT Faculty & Coordinator	
David Everett	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 September 2025

4. Board Directors and Officers

- a. Dr. Foster Ex officio Director per Bylaws.
- b. Brianna Lopez Ex officio Director per Bylaws.
- c. David Everett’s term ends 4/18/26.
- d. Meredith Sarboraria’s term ends 4/26/26.
- e. Norm Petermeier; Motion/Second to continue as Director.
- f. Beth Murray Mirassou’s term ends 4/26/26.
- g. Neal Ely’s term continues to 4/18/27.
- h. Roanna Bennie’s term ends 4/26/26.

- i. New Directors and Officers must go through TTB and ABC application processes and background checks; Be listed on licenses, permits, and 501(c)(3) SOS/AG docs.
 - j. Nominations for new Board Directors and Board Officers reflected in minutes.
 - Motion/Second for Dr. Foster, Brianna Lopez to complete required paperwork to serve as Directors.
 - Other Directors??
 - Officers??
 - k. Discussion
5. LPC V&E Foundation Budget
- a. 2025-26 Budget to Date.
 - b. Questions/Comments??
6. Winery Compliance
- a. Certified Farmer's Market – Wine Type 79 License *IN PROCESS*
 - i. Application submitted 2/18/26; \$155.
 - ii. Alameda County Ag did vineyard site visit 3/5 for CPC.
 - iii. Awaiting updates from Brianna and Damian regarding CPC, Farmer's Market signed agreements, Farmer's Market site diagram for ABC-257 Licensed Premises Diagram.
 - b. CA ABC *CURRENT*
 - i. 07/01/25 – 6/30/26
 - c. CA ABC Type 02 Winegrowers/Blenders Report *CURRENT*
 - i. Due by October 15 for prior fiscal year
 - ii. 2024-2025 gallonage report filed 8/5/25; Reported 547 gallons produced.
 - d. CalRecycle *CURRENT*
 - i. CalRecycle BM report, DS report, and fees for 2025 filed 2/1/26
 - e. CA ABC Responsible Beverage Server (RBS) Training *CURRENT*
 - i. 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.
 - f. CDFA Processors License *CURRENT*
 - i. Renewed through 11/2026
 - g. CDFA Pierce's Disease Assessment *CURRENT*
 - i. 2025 Report filed 1/27/26
 - h. CDFA Grape Crush and Grape Acreage Report *CURRENT*

- i. 2025 Report filed 1/27/26
 - i. CDTFA Sales Tax *CURRENT*
 - i. Filed quarterly; paid quarterly.
 - j. CDTFA Wine Grower Tax Return *CURRENT*
 - i. 2025 Report filed 1/15/26
 - k. Fictitious Business Name – “Campus Hill Winery”; “Campus Hill Vineyards” *CURRENT*
 - i. Current 10/18/24 – 10/17/2029
 - ii. Renewal required every 5 years; Filed renewal with Alameda County Clerk 10/1/24.
 - l. TTB Basic Permit / Wine Premises Registry
 - i. Amended TTB Basic Permit for new location issued 2/26/25
 - m. TTB 5120 Winery Premises Operations *CURRENT*
 - i. Due by January 16 for prior year
 - ii. 2025 Filed
 - n. TTB 5000.24 Excise Tax Return *CURRENT*
 - i. Due by January 30 for prior year
 - ii. 2025 Filed and paid
- 7. 501(c)(3) Compliance
 - a. IRS and FTB *CURRENT*
 - IRS 990N must be filed each year by Nov 15 – Filed 11/1/25
 - FTB 199N must be filed each year by Nov 15 – Filed 11/1/25
 - b. CA Attorney General Registry of Charitable Trusts *CURRENT*
 - CA AG RRF-1 due by Nov 1 each year – Filed 11/2/25
 - CA AG CT-TR-1 must accompany RRF-1 – Filed 11/2/25
 - IRS 990N must accompany RRF-1 – enclosed with RRF-1 11/2/25
 - c. CA Secretary of State *CURRENT*
 - **CA SOS SI-100 – Due by April 30, 2026 with new Directors/Officers**
- 8. Other?
- 9. Next Meeting?