

Allan Hancock College

Viticulture & Enology Foundation



AGENDA

Board of Directors

Quarterly Meeting

March 28, 2018

4:30 PM

Captain's Room
Building B
Room 102



Allan Hancock College Viticulture & Enology Foundation



AGENDA

Board of Directors

Quarterly Meeting

Wednesday, March 28, 2018 – 4:30 PM

Captain's Room 102, Building B

	<u>Page</u>	<u>Est. Time</u>
1. Call to Order		4:30 PM
2. Public Comment		
<p>The section of the agenda is intended for members of the public to address the board on items involving the foundation. Public comment not pertaining to specific agenda items is welcome under public comment. <i>Please note that Board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.</i> Testimony on specific agenda items will be welcome during consideration of the item by the Board. When public testimony is completed regarding a specific agenda item, discussion is then confined to board members only. This practice is in accordance with laws governing Board of Directors public meetings.</p>		
3. Action Items		4:30 PM
3.A. Approval of December 13, 2017 Meeting Minutes	3	
A recommendation to approve the minutes from the December 13, 2017 meeting.		
4. Information Items		4:45 PM
4.A. Financial Report	6	
A report on year-to-date financial data ending February 28, 2018.		
4.B. Winery Inventory Report	9	
A report on inventory as of February 28, 2018.		
4.C. Winery Website Presentation	11	
A presentation to review the Allan Hancock College Winery Website.		
4.D. Santa Barbara County Wine Industry Website	12	

Page **Est.**
Time

A discussion about collaborating with the Santa Barbara County's wine industry website.

4.E. Recent or Upcoming Events

A report on recent or upcoming events.

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|----|---------------------------|---------|
| 5. | New Business/Oral Reports | 5:15 PM |
| 6. | Adjournment | 5:30 PM |

The next regular meeting of the Board of Directors will be held on June 20, 2018 at 3:30 PM.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the President's Office at (805) 922-6966 ext. 3245. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

Kevin G. Walthers
Foundation President

ALLAN HANCOCK COMMUNITY COLLEGE
Viticulture & Enology Foundation



Minutes

Board of Directors

Quarterly Meeting

Wednesday, December 13, 2017

Kevin G. Walthers, Ph.D., Board President
 Larry Lahr, Vice President
 Michael Black, Treasurer
 Richard Mahon, Ph.D., Secretary
 Alfredo Koch, Ph.D., Board Member

Allan Hancock College
 Sky Room, A-204, Building A
 800 South College Drive, Santa Maria, CA 93454

1. Call to Order

Dr. Walthers called the meeting to order at 3:30 p.m. with the following directors present: Larry Lahr, Michael Black, Richard Mahon, and Alfredo Koch.

Also present: Greg Fields, Keli Seyfert

2. Public Comment

No public comment was made.

3. Approval of Meeting Minutes

3.A. Approval of September 20, 2017 Meeting Minutes

Dr. Koch mentioned that the minutes should reflect a discount of -50% for the resale of wine.

On a motion by Dr. Mahon seconded by Dr. Koch, the board approved the minutes from the September 20, 2017 board meeting as revised.

(Ayes: Mahon, Koch, Walthers, Lahr, Black; Noes: None; Abstentions: None)

4. Presentation

4.A. Viticulture and Enology Two-Year Degree Program Presentation

Dr. Koch presented the proposed two-year Viticulture & Enology degree courses and the transfer program. He clarified that the viticulture practices class focuses on hands on instruction in the vineyard. There was a discussion regarding the classes that are required and the classes that are suggested electives. These classes will be available spring 2018. Greg Fields mentioned the degree works program was beneficial in helping him identify which classes he needed to take.

5. Recent or Upcoming Events

There were no reports on recent or upcoming events.

6. Action Items

6.A. Acceptance of Donations

On a motion by Larry Lahr seconded by Dr. Koch, the board accepted the donations received as listed on the agenda.

(Ayes: Lahr, Koch, Walthers, Black, Mahon; Noes: None; Abstentions: None)

6.B. Approval of Expenditure for the Winery Website

Dr. Koch introduced Greg Fields, a student worker in the winery, who has offered his services to launch the winery's website. This website will be hosted similarly to the PCPA's website. The website will increase sales and promote the winery within the community. In addition, students will be able to analyze and learn how to improve wine sales. Dr. Koch projected a sample of what the website will look like. The annual fee for hosting the website is \$150.00. The winery supervisor will oversee the website. Phil Hamer, in IT, will have access to the website. The winery website will go live as soon as it's finalized. Dr. Mahon will share the link with board members.

On a motion by Larry Lahr seconded by Dr. Koch, the board approved expenditure for the winery website.

(Ayes: Lahr, Koch, Walthers, Black, Mahon; Noes: None; Abstentions: None)

6.C. Approval of Auction of 6L Bottle of Syrah

Dr. Koch discussed the option of hosting a silent auction for the 6L bottle of syrah. Dr. Walthers suggested selling it on Ebay or displaying it in the winery. A suggestion was made to host a raffle for the bottle of wine. Keli Seyfert mentioned in order to host a raffle, the winery would need a raffle permit. The winery may be able to go through the Foundation's permit. Dr. Walthers suggested that members give this issue some thought and bring it back for further discussion.

7. Information Items

7.A. Financial Report

Michael Black discussed the balance and income sheet for the period ending October 31, 2017. Sales reflect the expense from the Foundation's Gala. Keli Seyfert mentioned there are some pending transactions of sales tax from the Gala.

8. New Business/Oral Reports

Dr. Walthers requested a few bottles of chardonnay, malbec, pinot, and syrah to sell to the Santa Maria Country Club members.

Dr. Koch suggested allocating funds from next year's budget to purchase grapes for a special batch of wine.

Dr. Mahon mentioned the winery supervisor position has been prioritized using strong workforce dollars. The winery has submitted a request to purchase two refrigerators. In addition, there's a need for a secure area in the winery to review and count money from wine sales.

Dr. Mahon asked if he should continue to follow up with ABC to address concerns from the faculty association reception held at the winery. Dr. Walthers indicated that he should continue to follow up with ABC.

Dr. Koch reported that the Santa Ynez Chamber of Commerce has requested four cases of wine as a donation. Dr. Walthers stated that the district will provide four cases of white wine and two cases of pinot that will be paid for with President's Circle funds.

Dr. Walther's requested the retail prices be included in the financial report.

9. Adjournments

The meeting was adjourned at 4:30 p.m.

The next meeting will be held on March 28, 2018 at 4:30 P.M.

Richard Mahon
Foundation Secretary



AHC Viticulture & Enology Foundation



To: Board of Directors	INFORMATION ITEM
From: Michael Black	Date: March 28, 2018
Subject: Financial Report	Item Number: 4.A.
	Enclosure(s): Page 1 of 3

BACKGROUND

Attached are the balance and income sheets for the AHC Viticulture and Enology Foundation as of February 28, 2018.

AHC Viticulture & Enology Foundation
Balance Sheet
February 28, 2018

Assets

Rabobank Checking	66,250
Inventory-Bulk Wine	29,142
Inventory-Bottled Wine	39,047
Deferred Crop Costs	249
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Total Assets:	134,688
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Liabilities

Sales Tax Payable	50
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Total Liabilities:	50

Fund Balance

Fund Balance, July 1	131,051
Current Income (Loss)	3,587
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Total Fund Balance:	134,638
Total Liabilities and Fund Balance:	134,688
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AHC Viticulture & Enology Foundation
Income Statement
February 28, 2018

Revenue

Contributed Gifts/Grants/Endw	16
Non-Cash Contributions	7,639
Other Local Revenue	0
Net Revenue	7,656

Wine Operations

Sales & Commissions	16,205
Less: Returns & Allowances	-200
Less: Sales Discounts	-1,778
Net Sales	14,228
Less: Cost of Goods Sold	-6,918
Gross Profit	7,310

Total Revenues 14,965

Expenditures

Bank Service Charges	23
Cash Over and Short	14
Equipment	1,779
Facility Leases	100
Food Supplies	457
Freight	134
In-Kind Supply Expense	7,639
Indep Contractor (Individuals)	1,600
Inventory Allocation Expense	-24,332
Land Lease	400
Merchant Fees	136
Misc Operating Expenses	498
Non-Tech Licenses, Permits, Fees	1,693
Office/Operational Supplies	5,028
On-Site-Business/Training Exp	105
Postage/Express Services	35
Printing	5,656
Scholarships	2,500
Service Contracts (Businesses)	7,342
Technology Hosting Services	370
Technology Services	201
Total Expenditures	11,378
Net Income(Loss)	3,587

Fund Balance

Fund Balance, July 1	131,051
Current Balance	\$134,638



AHC Viticulture & Enology Foundation



To: Board of Directors	INFORMATION ITEM
From: Michael Black	Date: March 28, 2018
Subject: Winery Inventory Report	Item Number: 4.B.
	Enclosure(s): Page 1 of 2

BACKGROUND

Attached is the wine inventory report for the AHC Viticulture and Enology Foundation as of February 28, 2018.

Allan Hancock College Viticulture & Enology Foundation
Board Inventory Report
As of February 28, 2018

Vintage/Varietal	FY18 Beginning Inventory	Minus: YTD Sales	Minus: YTD Donations	Minus: YTD Tasting	Plus/Minus: YTD Adjustments	Plus: YTD Inventory Additions	Less: Removed for Testing	FY18 Ending Inventory	Cost per Bottle	FY18 Ending Inventory Cost Value	Retail Cost per Bottle	FY18 Ending Retail Cost Value
2012 White Wine	507	-35	-79	-1	10	0	0	402	\$ 1.53	\$ 615.05	\$ 6.94	\$ 2,789.88
2014 Blanc de Noir (Sparkling Wine)	402	-396	0	-1	-5	0	0	0	6.87	0.00	40.00	-
2014 Pinot Noir AHC (Estate SBC)	1072	-305	-65	-8	126	0	0	820	3.38	2,771.60	16.67	13,669.40
2014 Pinot Noir Magnum	6	-6	0	0	0	0	0	0	7.50	0.00	33.33	-
2014 Red Wine Paso Robles(Bordeaux)	135	-28	-10	-3	-7	0	0	87	3.00	260.99	14.81	1,288.47
2014 Syrah SBC	396	-119	-41	-10	-9	0	0	217	3.38	733.46	16.67	3,617.39
2015 Albarino	93	-28	-1	-1	-3	0	0	60	1.81	108.6	14.81	888.60
2015 Chardonnay	60	-51	-8	-1	0	0	0	0	2.08	0.00	13.89	-
2015 Pinot Noir	423	-113	-32	-7	14	0	0	285	1.76	500.65	13.89	3,958.65
2015 Pinot Noir Rose	1,824	-9	-40	-3	-2	0	0	1770	1.76	3,116.97	16.67	29,505.90
2015 Syrah	359	-22	-3	-5	-5	0	0	546	2.93	1,599.78	13.89	7,583.94
2015 Torrontes	429	-10	-7	-3	-15	0	0	324	1.78	577.79	16.67	5,401.08
2016 Albarino	0	-12	-3	-3	69	0	0	480	2.29	1,098.40	13.89	6,667.20
2016 Cabernet Sauvignon	0	-7	-6	-2	-19	257	0	223	4.27	951.61	14.81	3,302.63
2016 Chardonnay	0	-1	-1	0	2	372	0	372	4.03	1,499.10	14.81	5,509.32
2016 Malbec	0	0	0	0	0	108	0	108	4.08	441.04	14.81	1,599.48
2016 Pinot Noir	0	-1	-16	0	-38	834	-30	749	4.21	3,153.14	13.89	10,403.61
2016 Pinot Noir Rose	0	-6	-2	0	-4	612	0	600	4.02	2,412.74	13.89	8,334.00
2016 Syrah	0	-2	-29	-1	-57	2,340	-36	2215	4.11	9,111.62	16.67	36,924.05
2016 Torrontes	0	-2	-19	-1	-40	984	-24	898	4.59	4,125.15	13.89	12,473.22
	0	0	-17	0	-1	1,056	0	1038	4.39	4,557.47	16.67	17,303.46
	0	-3	-3	-2	-2	367	0	357	3.96	1,412.14	13.89	4,958.73
Total Number of Bottles	6,287	-1,156	-382	-52	14	6,930	-90	11,551				
Cost Value Totals	\$ 16,521.83	\$ (4,908.44)	\$ (1,080.48)	\$ (151.72)	\$ (192.05)	\$ 28,802.01	\$ (384.63)	\$ 39,047.49		\$ 39,047.26		\$ 176,179.01



AHC Viticulture & Enology Foundation



To: Board of Directors	INFORMATION ITEM
From: Alfredo Koch, Ph.D., Board Member	Date: March 28, 2018
Subject: Winery Website Presentation	Item Number: 4.C.
	Enclosure(s): Page 1 of 1

BACKGROUND

The winery website has gone live and can be found at hancockwinery.com. The next step is to improve the winery with industry information, comments, and technical descriptions of all wines. This is a work in progress with pictures and several additions still needed for the website. In the future, it will be more interactive and will begin selling wine online fall 2018.



AHC Viticulture & Enology Foundation



To: Board of Directors	INFORMATION ITEM
From: Alfredo Koch, Ph.D., Board Member	Date: March 28, 2018
Subject: Santa Barbara County Wine Industry Website	Item Number: 4.D.
	Enclosure(s): Page 1 of 1

BACKGROUND

According to a recent study from Cal Poly in collaboration with AHC wine business classes, the wine industry in Santa Barbara is lacking adequate web and social media exposure.

The agribusiness program has developed a database of all vineyards in Santa Barbara County. It is recommended that we enter this data into a website. Working with the Santa Barbara Winery Association, students can maintain the website and provide this information to increase awareness of different wineries in the county. This project will promote internships, industry contact with students, and generate student projects within the industry.