



Western Iowa Grape Grower's Association, Inc.
 Board Meeting
 Tuesday, June 28th at 7:00 p.m.

Meeting Minutes

Meeting was convened at the home of Karen Foster with the following in attendance:

Charlie Caldwell, President	Allan Petersen, Coop Buy Co-Chair
Andy Hrasky, V-President	Robert Mejstrik, Coop Buy Co-Chair
Janet Lang, Secty	Eli Bergmeier, Viticulturist RC&D
Diane Forristall, Finance/Treas.	
Karen Foster, Public Relations Chair	Terry Oswald, Guest, President of the Loess Hills Preservation Society

Meeting was called to order by the President at 7:05 p.m.

SECRETARY'S REPORT:

Get well card was mailed to Darrell Fredericksen (father in-law to Shirley Fredericksen) from the Assoc.

Web site visitor hits for May: 102

Minutes from the May 31st Board meeting were emailed to all members on 6/15/05.

MOTION: (Allan P.) To accept the May 31st meeting minutes as written.

SECOND: (Diane F.)

MOTION PASSED

TREASURER'S REPORT:

Diane submitted the following reports (full reports on file):

Balance Sheet as of June 28, 2005:

Cash on Hand: \$10,118.37

A payment is due to Fox Lumber (Coop Buy for posts): \$9,406.60

All payments due from members for the posts have not been received yet.

WeIGGA checking account register from Treynor State Bank 6/2/2005 thru 6/28/05

Reported all payments/deposits for the month of June.

Transaction Detail by Account, May 1 through June 28, 2005

Reported all receipts and costs by line item, detail, and description.

Bills presented for approval for payment:

Charlie will present all bills related to printing/ mailing of the Newsletter for payment next month.

MOTION: (Karen F.) To accept the Treasurer's report as submitted.

SECOND: (Al P.)

MOTION PASSED

ACTION ITEMS (CARRY OVER) FROM PREVIOUS MEETINGS:

1. *By-laws: (Scott)* Need some work, but no urgency. Scott indicated he will draft changes for Board review.
 NO UPDATE.

2. (Janet L.) Web page: Members Message/Forum Board.

An electronic bulletin-board web page was published and can be accessed at:

<http://WesternIowaGrapeGrowers.org/BulletinBoard.html>. A link was placed on the Assoc. web-homepage and instructions for members posting to the bulletin board are included on the web page.

3. (All) Association policy for mileage reimbursement.

Proposed mileage reimbursement policy:

A member may request mileage reimbursement if miles were driven in support of an 'approved business/event' as listed in the Association approved events list, and the reimbursement request will be automatically approved; mileage requests for any other business/event, not on the approved events list, will require Board approval before payment is made. Mileage reimbursement will be paid at the same rate as the Iowa State mileage reimbursement rate (now .29 cents mile). A list of 'approved business/events' will be kept on file and reviewed each year for update, and is included as part of this Association policy.

Association Approved Business/Events List for Mileage Reimbursement:

1. Wine dinner: support activities (not to include attending the actual event).
2. Coop Buy(s): Travel for pickup and/or delivery of items purchased.
3. Association Public Relations Panel Board: Delivery/pickup of the board to fairs and/or events.

General activities expected from Board Members in performance of duties will not be reimbursed: for example, attendance at board meetings, workshops, and so forth.

MOTION: (Diane F.) To accept the mileage reimbursement policy as written.

SECOND: (Karen F.)

MOTION PASSED

4. (Janet L.) Submit cost information for purchase of a digital camera.

Several quotes for digital cameras were presented from a list of "Best Buys" from the trade magazines. Cost for a good digital camera is estimated to be \$300-400. It was suggested that we look at (minimum) a 4Mpixel camera, with adequate on-board memory, and look at optional memory cards. SAMs was suggested as a good place to look local.

MOTION: (Andy H.) To approve a maximum amount of \$400 for purchase of a digital camera.

SECOND: (Diane F.)

MOTION PASSED

5. (Charlie C.) Local Wine Festival.

Charlie had a recent discussion with Shirley Fredericksen, Golden Hills RC&D, regarding the status of the proposed Wine Festival. Shirley reported that the festival has been called off for several reasons, most notably, the necessary commitments from several sources, were not being made quick enough that would allow for the necessary advanced planning to be accomplished in the allotted time..

6. (Charlie, Ken, Eli) Membership Survey to determine workshop/training events and topics.

Charlie presented a proposed survey that will be included in the quarterly newsletter. The survey will also be published to the web site. Board is optimistically expecting 50% membership return on the surveys; however, it would be great to have 100% return. The survey was accepted as presented with a requested return date of July 15th so fall workshops can be planned.

Discussion was held regarding the Association need to begin taking initiative in assembling our educational agenda. Two very real reasons for this:

1. Eli's position is temporary.

2. Due to possible funding shortages for Eli's position, Eli will most likely begin sending the Assoc. an invoice for seminar presentations at the rate of \$25 per hour after July 1. This means that the Association needs to begin attracting more attendees to make our workshops financially self-sufficient, and we need to meet our member's needs to achieve this.

7. (Charlie) WeIGGA hosted BBQ for members.

Agreement among Board members that a social event would be a fun occasion for members to gather and get to know one another better. A BBQ was suggested with an amateur wine makers contest. The date for the event would need to be timed around the grape harvest and wine bottling seasons; Eli suggested we work around Feb (bottling for whites), Apr-May (bottling of Reds), late spring & early summer (bottling for fruits). Kent and Andy both volunteered to work with Charlie on the event.

8. (*Charlie*) Members with P.O. mail only are not receiving email distribution of meeting minutes, etc. Charlie called a few of these members and they were OK with this. Agreement among the Board that mailing of the quarterly newsletter is sufficient information unless a member specifically requested that additional information (minutes, workshop info, etc.) be mailed to them via post office.

COMMITTEE REPORTS

Public Relations: (Karen F., Chair)

Karen had the new panel board setup on display at the Board meeting. Karen asked if the Board wanted to budget an amount she could use for the cost of fair booth rentals so she would know what she had to work with and could allocate funds among the number of requests/events that requested use of the board. Concern was voiced that WeIGGA might get into a cash flow problem if we did not budget in advance and place a cap on a cost amount. Mentioned that we need a method to evaluate the effectiveness of PR being done at fairs and other public events.

MOTION: (Andy H.) To set aside \$500 to used for fair/event and booth promotions.

SECOND: (Diane F.)

MOTION PASSED

Panel board scheduling must go through Karen.

Education Committee: (Kent Bohlman, Chair)

Eli mentioned two workshop/educational events for July; pertinent information will be published to the web as it becomes available.

1. July 23rd - Farm Day event hosted at Richard Black's farm.
2. July 30th – Harvest workshop hosted at Sugar Clay Winery & Vineyard (Frank & Amy Faust).

Cooperative Buying Committee: (Al P., Bob M., Co-Chairs)

(Al) Bird netting purchase is being coordinated now – hope to make the purchase order on Thursday this week.

(Bob) Frank from Fermenter's Supply has put together discounted cost information for a WeIGGA coordinated purchase of wine making supplies and wine kits. The discounted cost list is good for the month of July; the more we order, the higher the discount we will receive. The information will be emailed to members and published on the web site.

(Eli) We have a post order sitting at Whispering Hills Winery that needs taken to Timber Ridge Winery. Charlie volunteered the use of his truck and will help to find a trailer for the move.

NEW BUSINESS ITEMS:

1. Carryover from April 23 All member meeting:

Association policy for payments made for items purchased thru the Cooperative Buying Committee:

Discussions held on the Association adopting a policy for timely payment of items purchased thru the Coop Buying Cmtee. At the time of placing an order, sometimes there are unknown variable costs associated with shipping, pickup, delivery, etc. If the Association treasury pays the purchase cost upfront of a large order, we need to be reimbursed in a timely manner by those buying the product(s) so we do not run into cash flow problems. Question asked, should we ask for two payments, when needed: First payment expected within (what time limit?) of initial order, and a second payment within (what time limit?) of delivery and after variable costs for delivery are known. It could become problematic if we wait until all purchase/ship costs are known before asking for payment and result in a cash flow problem for the Assoc. It was also noted, that if the Assoc. pays the cost of a purchase with the Assoc. credit card, and is not fully reimbursed the charge by membership making the purchase, the Assoc. will assume a finance charge if not paid in full.

GROUP CONSENSUS: This topic should be further discussed by the Board with an official Association guideline for payment adopted to prevent cash flow problems to the Assoc. treasury.

CONSENSUS OF THE BOARD: Table the topic. WeIGGA has not had problems with non-payment from members on coop purchases. If problems arise in the future, this will be discussed at that time.

2. Autumn in the Bluffs: Presentation by Terry Oswald, President Loess Hills Preservation Society

2005 will be the third year for the locally sponsored Autumn in the Bluffs to be held. The event is organized by the Loess Hills Preservation Society and the Bluffs Arts Council along with other cooperating sponsors. Focus of the event is Council Bluffs and places a spotlight on local museums, artisans, the library, etc. and is a family centered event. Among the events this year will be a quilt display, open door museum, children's activities, living history display, river boat cruise (fee), 20-25 artisans on display, and more. Sept. 29 (Thursday) is the river boat cruise with music onboard, Friday at Ditmers Orchard will be a bonfire and hay ride, along with apple pie sales, and Saturday is the Autumn in the Bluffs grand opening. All day Saturday & Sunday will be ongoing events.

The event center is Bayliss Park in Council Bluffs. Terry indicated that the event has been better planned and better attended with each year it has been held. Year 2004 attendance was about 5,500 and this year they are expecting up to 7-8,000 people. Booths at this event tend to receive a lot of good publicity. Cost of a booth for a non-profit organization is \$35.

If WeIGGA wanted to have a booth at the event the sooner we know the better; it is best to have the booth reserved by mid-September. Contact is Laurel Long

3. Richard Black's field event. "What can WeIGGA do to help him? Charlie talked with Richard ..everything is being taken care of. Attendance at the event is encouraged – there is a lot of good information that will be presented by very knowledgeable folks throughout the field of viticulture.

4. Review the July newsletter.

Charlie had copies of the newsletter for our review – looked good to go to press. Request made to add the WeIGGA web address to the newsletter.

MOTION: (Karen F.) To adjourn the meeting

SECOND: (Al P.)

MOTION PASSED

MEETING WAS ADJOURNED AT 9:30 P.M.

NO BOARD MEETING FOR JULY

NEXT BOARD MEETING DATE: Tuesday, August 30th, 7:00 p.m. at Charlie's home.