

Finance Committee-Amador Wine Heritage District

Minutes

Tuesday, November 18, 2025 Meeting location was the Conference room of the ACWHD

1. Call to order. Meeting was called to order at 9:07 AM.
 - a. Attending: David Helwig, Matt Zaldivar, Megan Van Hook, Jeff Runquist
2. Establishment of a quorum
 - a. David Helwig
 - b. Matt Zaldivar
 - c. Jeff Runquist
3. Conflict of Interest Disclosure
 - a. None
4. Public Comment
 - a. None
5. Review and approve October meeting minutes.
 - a. There were three changes made to the minutes
 - i. The September financials were approved not the July
 - ii. The CD for the reserve fund term is five months not four
 - iii. The motion to invest did not include \$50K in a two-month CD
 - b. Motion to approve the modified October meeting minutes made by Dave Helwig
 - i. Second by Matt Zaldivar
 - ii. The vote was unanimous
 - iii. Motion approved
6. Review and approval of October Financials
 - a. Amador County Wine Heritage District
 - i. Balance Sheet
 1. The bank accounts now reflect the set aside for three months of operational expenses (\$36K) in a CD
 2. The undeposited funds amount of \$4,542.57 reflects the amount of credit card receipts the processor (QuickBooks) is withholding pending additional paperwork regarding our business structure remains on our balance sheet as another current asset. Ivy with JRS CPAs is helping Megan to resolve this issue.
 - ii. Profit and loss by class Jan. 1, 2025 to Nov. 15, 2025 for AVA and ACWHD
 1. It shows a net income of \$33.2K which is basically unchanged from the previous month.
 - iii. Vendor payments
 1. A review of vendor transactions showed no unusual transactions.
 2. Motion to approve October financial documents was made by Matt Zaldivar
 - i. Second by Dave Helwig
 - ii. The vote was unanimous
 - iii. Motion approved
7. Budget Review and Approval

- a. Income: Projected income \$250K. This amount reflects the 146% of Q-1 through Q-3 receipts for 2025 applied to an annual projection for 2025 less \$11K
 - b. Given an assessment of \$250K we are required to spend 66% of \$250K or \$165K on marketing. To accomplish this we will shift a portion of support staff compensation to a marketing expense since a portion of their efforts will be in support of marketing-related projects.
 - c. There was some discussion of a proposed concert in conjunction with Four Fires. We learned that our rental of the fairgrounds for Four Fires is Wednesday through Monday. We also discussed the possibility of the Italian Picnic Grounds hosting the Barbera Festival.
 - d. The Big Crush and Behind the Cellar Door events will remain mostly unchanged for 2026. The only significant modification is to add a post event dinner at the fairgrounds following the Big Crush. Anticipated attendance 150 guests and 100 winery members. We will also add a Taste of Amdor event to the budget. It is intended to be a breakeven road show in the Sacramento area like Barbera Festival at Folsom but with all varieties poured not just Barbera.
 - e. Megan will make the adjustments to the budget, and we will reconvene on Friday November 21 to put the final touches on a budget we can present to the board for approval.
- 8. New Business None
 - 9. Meeting adjournment
 - a. Meeting was adjourned at 11:06 AM

Next Meeting: Tuesday December 16, 9:00 AM. Location: ACWHD office on Pacific Street