

Finance Committee-Amador Wine Heritage District

Minutes

Friday, October 25, 2025 Meeting location was the Conference room of the ACWHD

1. Call to order. Meeting was called to order at 12:074 PM.
 - 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 August meeting minutes.
 - a. Motion to approve June meeting minutes made by Dave Helwig
 - i. Second by Matt Zaldivar
 - ii. The vote was unanimous
 - iii. Motion approved
6. Review and approval of August Financials
 - a. Amador County Wine Heritage District
 - i. Balance Sheet
 1. The increase from \$134K to \$156K in the checking account reflects the receipt of \$37K of Q-3 assessments from 17 wineries.
 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. The issue remains unresolved despite Megan's attempts to provide QuickBooks with the data requested. It was suggested that perhaps our accounting firm may have a better relationship with QuickBooks or an account representative that may be of help in resolving this.
 - ii. Profit and loss by class Jan. 1, 2025 to Oct. 24, 2025 for AVA and ACWHD
 1. It shows a net income of \$33.2K
 2. We have now completed four events for 2025

	BCD	BF	BC	FF	Total
Budget	47.3K	23.3K	68.6K	30.3K	169.5k
Actual	47.3K	2.7K	49.0K	-17.1k	81.9k
Difference	0	-20.6K	-19.6K	-47.4K	-87.6k

3. We have started to receive Q3 assessments

	Q1	Q2	Q3	Total
Budget	36K	48K	42K	126K
Actual	56.8K	66.7K	37K	160.5K
Difference	20.8K	18.7K	-5K	34.5K

Event and Assessment income combined we are \$53.1K short of budget. Last month the figure was short by \$27K. The increase is due to full budget for Q3 assessment receipts, and we have much more to collect having seen the \$37K come from just 17 wineries.

- a. Motion to approve July financial documents was made by Dave Helwig
 - i. Second by Matt Zaldivar
 - ii. The vote was unanimous
 - iii. Motion approved

7. Budget Review

A budget summary was reviewed. A discussion on whether events expenses should or could be considered as marketing expenses was unresolved. Megan suggested we ask our accounting firm. This was agreed upon.

The Marketing and Events committees are working on a proposed budget for marketing and events. They will hold a second meeting on Thursday the 30th of Oct. Megan will draft a budget covering administrative, operations and collections.

8. New Business

Since our motion last meeting to invest we have learned that the penalty for early withdrawal of funds was 1% of principal invested. Given this we have reconsidered and have decided to invest \$36K in our reserve fund for four months.

Dave Helwig made a motion to invest 36K in a five month CD with Chase Bank and \$50K in a two-month CD.

- i. Matt Zaldivar Seconded the motion
- ii. The vote was unanimous]
- iii. The motion passed

9. Meeting adjournment

- a. Meeting was adjourned at 11:17 PM

Next Meeting: Tuesday November 18, 9:00 AM. Location: ACWHD office on Pacific Street