

## **Finance Committee-Amador Wine Heritage District**

### **Minutes-Draft**

Tuesday, December 19, 2025 Meeting location was the Conference room of the ACWHD

1. Call to order. Meeting was called to order at 8:58 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 November 18<sup>th</sup> and 21<sup>st</sup> meeting minutes
  - a. Motion to approve Nov. 18<sup>th</sup> and Nov. 21<sup>st</sup> meeting minutes made by Dave Helwig
    - i. Second by Matt Zaldivar
    - ii. The vote was unanimous
  - b. Motion approved
6. Review and approve November Financials
  - a. Balance Sheet
  - b. Profit and loss
    - i. It was discussed how to handle HDL collection fees. Show as a deduction from assessment, show as an expense? Since our obligations to spend on Marketing, Education, etc. are based upon the gross assessment, it was decided to add the quarterly HDL fees into the assessment fund received from HDL so our assessment income reflects the gross amount. The HDL fees will be shown as an expense.
  - c. Profit and Loss by Class
  - d. Expense by vendor.
  - e. Motion to approve November financials made by Matt Zaldivar
    - i. Second by Dave Helwig
    - ii. The vote was unanimous
  - f. Motion approved. November Financials are approved.
  - g. 2025 Budget vs Actual with Variance
    - i. The format of this document was reviewed.
7. New Business None
8. Meeting adjournment
  - a. Meeting was adjourned at 9:58 AM

Next Meeting: Thursday January 15, 9:00 AM. Location: ACWHD office on Pacific Street

