

CGWI BOARD Meeting Minutes		
Thursday 28 February 2019		8.30am Wynns Coonawarra Estate
Attendees	Peter Balnaves (PB) - Chair, Gleeson (TG), Sally Macleod (SM), Joy Bowen (JB) Ben Harris (BH), Luke Tocaciu (LT), Bruce Redman (BR) & Olivia Nunn (ON)	
Apologies	John Innes (JI) & Pete Weinberg (PW)	
Minutes	Olivia Nunn (ON) Note PMN = Post Meeting Note	

2. Minutes of Previous Meeting

Note that the Minutes of the previous meeting required correct from 2018 to 2019 in the recording of the meeting date.

The Minutes of the meeting held on 24 January 2019 were moved by LT and seconded by TG.

3. Outstanding Actions from previous minutes

Date	Action Items	Person	Deadline	Status
21.11.17 14.12.17 26.04.18 24.05.18 27.06.18 25.10.18 29.11.18 20.12.18	3.2 Draft Coonawarra Vignerons Project Partnership Update deferred to Feb due to competing priorities Noted more attention to be provided to this now. Greater focus to be applied from June. See Status. Review plan in Nov meeting. Not a current priority. Not discussed.	ON	May 2017	Outstanding. Note: Competing priorities has kept this action item from progressing.
21.11.17 26.04.18 24.05.18 25.11.18 29.11.18 20.12.18 24.1.19 28.2.19	3.3 Board to consider Contributors / Icons Action: Board members to consider and discuss in future meeting. BR provided list of Vignerons. Action completed by BR. Revised due date to July. Noted to be explored in May. ON to review the Grapegrower has the list of Members from 1970s. Action to be addressed in November with a plan for acknowledgement. Discussed acknowledgement in conjunction with discussion regarding MS. A Meeting is to be called by JB and attended by PB with Patrons to discuss Patron role. Ideas of a gift for MS to be costed and presented at next meeting noting that MS is moving to Geelong early to mid 2019. Agreed in November meeting that in conjunction with acknowledgement of MS a process is to commence. Outcomes of patron in camera meeting were shared and as such background and speech prepared by PB to induct two new patrons at Cup. Cup Article, read more here: Results are in and the 36° South Coonawarra Vignerons Cup is a winner incorporated induction and a further media release has been prepared see attached. Doug Balnaves to assist with bios on Patrons to inform the office scoping. See attached draft media release and noted that we would not advance any advertorial or sharing until May following vintage.	Board Member ON	July 2017	Actions underway and reinstated as Board action as Icons are to be reviewed by Patrons, Media Release drafted (see attached) and social media roll out to follow in May for first release.
24.01.18 22.02.18	3.4 Summarisation of CGWI sponsorship (raised as part of Coonawarra Vignerons Cup Review) Action: ON to provide a list of where CGWI contribute funds to local events/charities	ON	March 2018	Not discussed on 29.11.18 nor 20.12.2018. Report to be shared on 25.01.18

Date	Action Items	Person	Deadline	Status
26.04.18 24.05.18 27.06.18 25.10.18 28.2.18	Noted that TRSA to increase power supply. Noted also that the sponsorship two pack wines have been sent with individual handwritten letters and MC and Auctioneer to be sent a thank you card. Not discussed and to be updated at the next meeting. CGWI fund contributions list to be tabled at next meeting. ON to seek a report from MYOB. Noted list in status as MYOB has not been tracing as mostly wine contributions with exception of historical donations from auctions and cup. Closing action out as we will now record donations for ongoing tracking.	ON	June Aug	– deferred. See list below and note MYOB does not have this record. We propose to introduce a line item for accounting tracking and a register. Support to date has included: 1. Penola Hospital 2. Autism 3. RFDS 4. Movember 5. Cancer Council 6. Penola Coonawarra Arts Festival 7. Prostate Cancer Foundation 8. Stand Like Stone
22.03.18 24.05.18 29.11.18, 20.12.18 & 24.01.19	3.5 Delegations of Authority Action: ON to develop a delegations of authority document for Board Review. This is being worked on and to be circulated once complete. Not discussed.	ON	April 2018	Ongoing. Note delayed due to competing priorities and need to finalise policies first.
27.06.18 30.08.18 29.11.18 20.12.18 28.02.19	3.6 Members Welcome Pack Welcome to members and upload of docs to website. Noted that this has been delayed by the need to update the Org Structure document. Organisational Structure to be uploaded and General Meeting Update. Org Structure issued, however policies required to complete the issue of all docs. Policies finalised in Board Meeting and to incorporate in Jan Pack to be issued 24.01.19. It was discussed whether we would ask to access the vine record as provided to Vinehealth for recording. Board agreed that we need to rely on the integrity of our members as a voluntary organisation.	ON	March	Welcome letter to go out in March.
27.06.18 30.08.18 27.09.18 25.10.18 29.11.18	3.7 Independent Chair & Governance To be sourced. PB has approached Peter Gandolfi and awaiting his response. To be actioned by Board approaching potential chairs. ON shared understanding of the costs that had been saved in not having this role and followed with distribution of the associated costs to BR and PB for consideration of approach moving forward and outlining the subsequent value if the appropriate person is not available for the role. ON has presented Governance training by SAWIA that was approved by Finance Committee. This training has been arranged to address a greater awareness of governance and independence. Board discussed the role and that there is currently not an appropriate person to fulfil the desired outcomes. Board to continue to monitor the need for an Independent Chair and	PB	Oct 2018	Ongoing

Date	Action Items	Person	Deadline	Status
20.12.18 & 24.1.19 28.2.19	in the interim ensure that the policies adequately address the requirements. Board will be better placed to consider if the role is required following an independent SAWIA training session on 11 Dec. Not discussed. Governance Survey results actions discussed and see attached the results for Board review. We will revisit any questions in March following implementation of finance actions.			
27.06.18 30.08.18 27.09.18 25.10.18 29.11.18 24.01.19 28.02.19	3.8 Storage of Wine Need a stocktake and provide status of stock. Shelving system may be required and supported by NZ. PMN: Noted that there is stock to be collected from Katnook Estate. Cross checking availability of Wetherall Property with TG in order to confirm if this is a better access point for secure storage and collection of wine and the coolroom. Subject to this decision we will then arrange for collection of the Katnook Estate stored wine. TG confirmed that the Wetherall Property is available and lockable and agreed time for PB, TG and ON to review next week. Stock to be moved to the new location. TG provided keys to ON. JI to review the wine at Katnook and if of no use to advise PB for disposal. See status and review progress at Feb Meeting. PB to follow up on Katnook Estate to move ASAP. Agreed wine at Zema Estate to be moved after Vintage and at the same time the museum wines are to be reviewed. Action to review the museum wine register and to discuss the plan for the wines at the March Board Meeting.	ON & CL PB PB & TG BR	Katnook Estate wine to be prioritised if not moved already Wine stored currently at Zema Estate is to be moved after vintage. Originally was targeting Sept 2018.	JI to assist with move of wine from Katnook Estate. Noted that insured museum wines is under review by BR. Action to review the register with Board in March.
1.08.18 27.9.18 25.10.18 24.1.19	3.9 Cabernet Event Brief Brief to be shared with members. Very strong document for the parameters. How does June go? Discussed last meeting and need to create the brief with assistance from JI. Noted that we need to progress this with assistance given capacity of CV staff. Brief to be tabled at Nov Meeting. ON emailing Margaret River EO and to follow up on return in Feb to advance planning.	ON	31.08.18 29.11.18 March 19	Noted that CV staff is at capacity hence the delay. Board all supportive of the event. Arrange a meeting to progress and nominated JI to assist with the brief.
1.08.19 27.09.18 24.1.19	3.10 Branding Document Create a Branding Document how to guide for members knowledge of COONAWARRA \. Targeting for the Brand Reference Group meeting mid October. Sourcing relevant industry comparisons. Noted sought example from SATC. Update provided at General Meeting. To be advanced in March 2019 and reviewed with the Brand Reference Group.	ON	Revised to March.	Noted that the plan was to complete by end of the year for 2019 roll out and that has been delayed.
01.19 29.11.18 24.1.19 28.2.19	3.11 Wattle Range Council Actions CV to provide a general update to WR in January post-election and this was well received by BG and RB. PB acknowledged that January is a full load and to look at alternative time when ON returns from leave and aim at March. ON to confirm with Roger Babolka. PB & ON following up. PB provided an update and noted it was alleged that the Siding Design had been budgeted,	ON & PB	March	ON to confirm reschedule preference to hold in March when new Council is in place and prior to briefing confirm the Council's position on signage and siding

Date	Action Items	Person	Deadline	Status
	<p>however no budget allocation has been made for Interpretive Signage as historical markers. Discussed the priority needs of Coonawarra and suggested we request:</p> <ul style="list-style-type: none"> \$15k Historical Signage \$10 Resurfacing of Siding <p>ON to confirm a meeting with Wattle Range representatives for scope and budget positioning.</p> <p>Noted whether the brown State signs that no longer have cellar doors need to be taken down.</p>			resurfacing.
29.11.18	<p>3.13 (Former minute item 4.1) Salary Rates Noted that a further review of salary rates is being undertaken for permanent part time transition. Annual reviews have been undertaken and rates sourced from SAWIA to review this week.</p>	ON & Treasurer to approve	ASAP	
20.12.18 24.1.19	<p>3.14 Monitor TAF correspondence (Former minute item 5.2). Noted Minister Ridgway responded on 24.12.18 citing Minister Knoll portfolio. Re-provided letter on 22.01.18 when CV met with Minister Ridgway. PMN: Member for MacKillop provided letter dated 10.01.19 and support TAF. See attachment. Await response from Minister Knoll and ON to follow up with Nick McBride's office.</p>	ON	Ongoing	PMN: ON contacted Nick McBride's office on 28.02.19 and they are awaiting local discussion to then progress accordingly. CV to be kept informed.

4. Finance

- 4.1 Finance Papers & Update** – ON provided an update and noted that the Finance Committee met on Wednesday with PW, LT, JI and ON in attendance. 25/02/19 Aged Payables, Balance Sheet, Profit and Loss budget analysis and Aged Receivables were circulated. The Aged Receivables and Payables are of no concern and a few calls to be made at the beginning of March further to a similar timing of payments as per some previous quarters. It was noted if no response by those members whose quarterly payments are in 90+ days that letters will need to be issued.
LT moved that the Finance update be accepted and BR seconded.
- 4.2 Grants Update** – Focusing on the delivery of the Mixed Dozen and we will share the schedule of time commitment and noted that Project 250 funding submission submitted by ON during leave on 18 February 2019. CV funds of \$5k committed further to Treasurer approval prior to ON leave and based on budget position.
EMDG meeting held with Stuart Mitchell on 25 February 2019 – note there is potential to claim for Vinexpo. Action tracked in outstanding action items.
Clarified that SATC \$15k committed per year for three years and in place for CCC 2019 and CCC 2020.

5. Correspondence & Communication

- 5.1 Nick McBride acknowledgment AF letter dated 10 January 2019** – CV to follow up with office. PMN: ON contacted Jennifer Schilling and it was believed that Lucindale Naracoorte Council were discussing this week and once a position was reached that further action will follow and CV will be informed of next steps. We will await this information.
- 5.2 Groundwater Innovation Correspondence** – Awaiting the letter that is being prepared as a variation to VOC scope based on the WAP needs of the region.
- 5.3 Container Deposit Scheme** – SAWIA noted there is a process in place for feedback and responding on behalf of SA wine industry. CV to have a policy in accordance with SAWIA. Discussed the plan to include wine bottles in the scheme at \$0.10. We will continue to monitor the situation.
- 5.4 Rob Geddes Coonawarra China Education** – Noted verbally that Rob Geddes reached out in Feb and we responded with the link to the WA Education document and that we can now review our education provision as we have a document available via WA's website: <https://www.wineaustralia.com/education/coonawarra>.

6. Brand Reference Group (BRG) now Brand Reference Committee (formerly Marketing Committee)

- 6.1 Update** ON highlighted the membership as per the Agenda includes Joy Bowen, Sue Hodder, Dru Reschke and Erin Fields and that we can open a call for further two members to join. From a branding perspective the Brand Document is a key deliverable as is building partnerships to realise remaining and ongoing CBAP actions. It was noted in the meeting and in the January meeting the need to share the Coonawarra story and current regional status. A list of influencers and contacts and relationship owner are to be profiled for stakeholder management.

7. Viticultural and Oenology Committee (VOC) Report

7.1 VOC Update

SM provided a VOC Update further to discussion with transitioning Chair CK highlighting the following two actions:

1. A letter is to be drafted regarding the capacity of resources and board members of SENRM. For example the number of groundwater hydrologists in our area for water testing. The CV is keen to better understand the succession plan for the loss of this expertise.
2. How will CV respond to the outcomes of the Goyder Review and inconsistencies in the data capture?

ON noted that the ideas raised at the last Board Meeting proposed for CV to advance greater awareness through our existing networks are to be allocated to respective workstreams for office to track – note that the next VOC Meeting is April and BRG meets on 13 March and this plan can be presented at this time:

- Third party endorsement to assist with promotion and reach at events or meetings. Topics that could be discussed include: What has changed over the last 20 years? Proposed that each member could share five bullet points that we as an Association can collate.
- Webinars and transferable nature of the outcomes and ASVO.
- Wine Show and judges' briefings and ongoing dialogue on all the positive stuff that we are doing.
- Winemaking and journalists to be briefed. Personal calls from within the region.
- Board to profile the patrons, brainstorm contributors or icon bios for example Distinguished Coonawarra Identity such as Allen Jenkins.

7.2 Draft Coonawarra Vignerons Project Partnership Update – Not discussed noting it is on hold and looking at reactivating partnerships as we plan for the 2019/20 Budget.

7.3 Water – PB noted next week looking at the risk assessment and may not achieve the dates. Nominated Nikki Harrington and Glenn Harrington are heavily involved and further to discussion during attendance in region that further involvement would be sought to increase the dialogue with Ministerial level on the water allocation plan. Further information to follow.

7.4 Fracking – Position statement remains unchanged. PB advised in January that the CSIRO contracted by Government to interview Stuart Sharman, Pete Bissell and Pete Balnaves re fracking. PB updated that he received a South east Mud Management update and it was to be forwarded to ON for circulation to the Board with these minutes.

8. Industry Engagement

8.1 ON provided an update on industry (SAWIA, PIRSA, SATC, RDALC, Wattle Range Council, Tourism Mount Gambier, Brand SA and other Regions) relationships noting that since the last Board Meeting there has been three working days. Discussed the following in detail and raised the need to maintain communication with Robe:

- SAWIA and whether CV should be a member as an Association. It was acknowledged that we paid for the governance review that was undertaken and this approach will be taken moving forward acknowledging that the regional relationship also provides SAWIA's access to the region. CV to consider how we can advocate SAWIA membership acknowledging their value.
- Wine Australia – Education document is online, see link: <https://www.wineaustralia.com/education/coonawarra>.
- Tourism Mount Gambier – JB suggested reaching out to leverage of their signage review and any helpful hints if we pursue historical markers.

9. CV Executive Officer Activity Report

9.1 EO Verbal Update provided in conjunction with Board reporting. PMN: As reported in January, Social Media AOK Consulting (Account Manager Tamara Caire tamara@socialmediaaok.com.au) is assisting with Social Media. ON is reviewing the March content schedule that they shared on Monday 25 February 2019 to provide feedback and noted that AOK are not undertaking reactive reposting and monitoring rather scheduling content posts. Heidi may continue assisting with 3 to 5 hours assistance per week for monitoring and website event calendar and article posting.

9.2 Cellar Door Event Committee to meet focus on the Coonawarra Visit and Bus Policy and then progress to Board if in agreement. Manual is also to be finalised for reissue. All events have called for member participation and registration for response end of Feb for materials to be prepared and printed in March. **Roadshow Committee** dates are finalised and communicated to Members with additional uploads to website in advance of dates to be communicated publicly with announcements in March. Roadshow Committee to consider the Tour Operator feedback and provide a recommendation to Board for review in our March Meeting – noted that Budget will be shared at the next meeting based on the venue costs. **Cup Committee** debriefed at Kidman Wines on 25 January 2019 and noted need to review the provision of AC as per outsourcing of the marquee installation. Noted that feedback also provided by Cup Committee seeking greater pack down by Comedy in Coonawarra event. Member and Sponsor feedback provided since 25 January 2019 will be consolidated and provided to the Cup Committee for their review in April – note as we were still consolidating the P&L this was not reviewed in

the January meeting and it will be shared.

10. Welfare, Health and Safety (WHS)

10.1 Update – Nil issues.

10.2 Risk Planning – Insurance details have been provided to Board for a common understanding of our coverage. We will review these and seek SAWIA review also to ensure we are adequately covered. We noted also that we will look into international coverage – noting that travel insurance is in place, however we do need to verify if anything further should be in place as an Association.

11. Membership

11.1 Membership update – Noted change of Kidman Wines to Base Membership increasing our Grapegrower membership to 13 and with 33 P&E members our total membership of 46 – TBC following renewals. [Coonawarra Vignerons Membership Renewal Form](#) reflecting the change from LCGWC AGM of increase from \$0.77 to \$2.00 was issued end of Jan for return in Feb. It was noted that the list of members will be shared with the Board when finalised and at present we have received responses from 19 members. ON raised that it may be an option to consider opting out rather than opting in, noting that our need to share forms this year was to also verify vineyard size and contact details.

12. New Business

12.1 GM Policy to be prepared and not we are consistent with Wine Australia - GM Free.

12.2 TG identified Ian Botham as a potential spokesperson partnership given the recent interview and favourable commentary in the James Halliday Magazine.

12.3 Early vintage report – Discussed that we are experiencing two vintages at play at the moment. Those that received winter rain and those that have had water to irrigate during the heat. It was agreed that a short summary is to be prepared for website and membership circulation.

12.4 Note for information to Board Members that Rob Geddes also has the wine base for windows to record and track the value of your wine, see this link: <http://www.winebase.com.au/index.htm>

Meeting Closed 10.21am

Next Meeting – Thursday 28 March 2019, 8.30am, Wynns Coonawarra Estate

MEDIA RELEASE: Coonawarra Vignerons recognise and induct patrons

Coonawarra Vignerons recognise and induct two patrons



Figure 1 - Newly inducted Patron Michelle Stehbens (2nd from right) stands with existing Coonawarra Vignerons patrons Wendy Hollick, Doug Balnaves and Doug Bowen. (Absent: Bruce Redman)

Pete Balnaves, President of Coonawarra Vignerons made a special presentation to acknowledge the role of patrons and to induct two new patrons. Pete said “The Vignerons have long felt the need to highlight outstanding contributions that individuals have made to the organisation and to the region of extended periods of time. To highlight the efforts that these individuals have made, Patrons of the Coonawarra Vignerons are periodically announced.” A Coonawarra Vigneron patron is inducted to recognise an individual who has put considerable time, effort and energy into the Coonawarra region over a prolonged period of time, above and beyond the requirements of their own job or business.

In inducting two new patrons on Cup Day, the Coonawarra Vignerons recognise their past patrons: Eric Brand (deceased), Ken Ward (deceased), Colin Ross-Smith (deceased), Colin Kidd (deceased), and our current patrons: Doug Balnaves, Doug Bowen, and Wendy Hollick. On this day Thursday 17 January 2019, Pete Balnaves was proud to induct two new patrons,



Figure 2 - Pete Balnaves, President Coonawarra Vignerons presenting new Patrons

announcing Bruce Redman and Michelle Stehbens to join our current patrons. “Truly worthy of this accolade, they epitomize a “can do” attitude with little fuss and fan fair, and demonstrating plenty of professionalism and are ambassadors of the Coonawarra Wine Region.” Pete said.

Bruce’s involvement started in 1985 and he has held many positions in the Association since starting at Redman Wines in September 1981. Michelle’s involvement with the Association started in 1994, Michelle has also held many positions since starting at Katnook Estate in March 1994.

To quote one of our existing patrons “The efforts that you put into any organisation will always bring benefits back to you, not only as a person but for the region as well.” said Pete. Coonawarra invests significant efforts into promoting and marketing the region and the Coonawarra Vignerons will look to increasingly work with our Patrons both outside and within the region, as we have always found that immersing visitors into a region is the best way to indoctrinate them.

Bruce Redman and Michelle Stehbens were presented with a badge commemorating their patron induction. In accepting the award,



Figure 3 - Michelle Stehbens, one of two newest inducted Patrons of Coonawarra Vignerons



Figure 4 - Bruce Redman, one of two newest inducted Patrons of Coonawarra Vignerons

Michelle said: “I thank the CGWI for bestowing this honour upon me...a thank you must also go to Katnook Coonawarra, my employer for nearly 25 years, who supported my work for the Vignerons over this time.

“Coonawarra has been my home for over 37 years and I hope that both Wayne and I have contributed in some small way to the betterment of the Vignerons community and to the Coonawarra & Penola region. This recognition of that service is very much appreciated.”

Dan Redman received Bruce Redman’s badge on behalf of his father and presenting Bruce’s acceptance speech in his absence. Dan said

“Despite being a long-serving member of many of the region’s prominent organisations, Bruce was completely surprised to be named 2019’s Coonawarra Patron. “Many of the best ideas have come late in the evening,



Figure 5 - Dan Redman accepting Bruce Redman's Patron Induction and presenting his speech in Bruce's absence

after a few glasses of premium Coonawarra red and much robust discussion. I must admit that on some of these occasions there were ideas which were not acted upon as the on the following morning the participants could not remember what they were,” Bruce says jokingly. The CVA hold many successful events to encourage visitors to the area, including the [Coonawarra Vignerons Cup](#), an apt occasion for the accolade to be awarded.

In this honorary role, the patrons are invited to host visitors in the region and represent the region at external events. The wine region recognises our four current patrons as mentors in Coonawarra. Olivia Nunn, Executive Officer said “Our people are an integral part of our region and we look forward to collaborating with our members, patrons and ambassadors to achieve our vision - *Coonawarra will be nationally and internationally sought-after as a progressive, world-class winegrowing region, whose unique culture is embodied in its wine and in its people. The place is a coveted world wine destination for consumers and wine trade. Discover the Coonawarra Effect.*”



Figure 6 - Cup attendees upstanding to toast the two new Patron Inductees

IMAGES:

See a gallery on our:

Website: <https://coonawarra.org/photo-gallery/>; or join us on

Facebook:

https://www.facebook.com/pg/coonawarra/photos/?tab=album&album_id=2288232247854979

NOTES TO EDITORS:

Coonawarra Grape and Wine Incorporated (CGWI), trading as Coonawarra Vignerons is an amalgamation of the former Coonawarra Vignerons Association and the Coonawarra Grapegrowers Association. The Coonawarra Vignerons is a not for profit members organisation that supports local grapegrowers and winemakers by facilitating the promotion, marketing, technical innovation, finances and administration associated with the Coonawarra wine region membership. Integral to

Coonawarra Vignerons is protecting the integrity, and enhancing the reputation, of Coonawarra as a fine wine region.

The Coonawarra Vignerons conducts six annual events:

- 12 to 13 April 2019 Coonawarra After Dark
- 16 to 19 May 2019 Penola Coonawarra Arts Festival
- 1 to 31 July Coonawarra Cellar Dwellers
- August 2019 Coonawarra Wine Tasting Roadshow
- 1 to 31 October 2018 Coonawarra Cabernet Celebrations
- 16 January 2020 Coonawarra Vignerons Cup

For Further Information Contact:

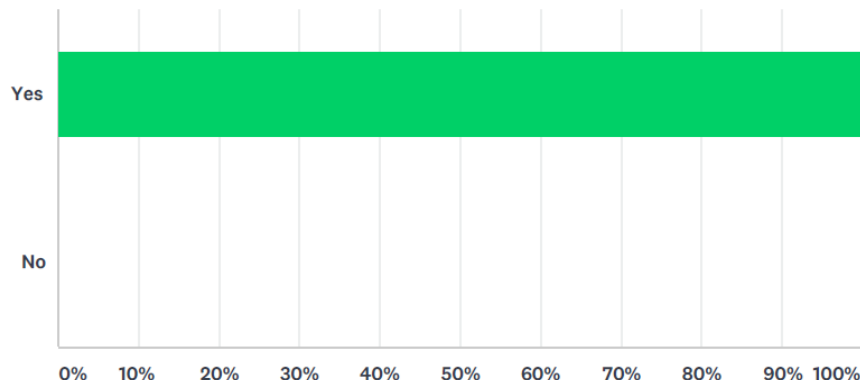
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CV Board Governance Survey Results

Q1 Are you familiar with the constitutional objects and purposes of Coonawarra Vignerons (CV)?

Answered: 8 Skipped: 0



Q2 Would you like to gain a greater understanding of the financial duties and skills required for Board meetings?

Answered: 7 Skipped: 1

Yes – 3 No – 4

Q3 If you answered yes to question 2 above, what aspects of financial understanding would you like to focus on?

Answered: 3 Skipped: 5

Those that responded yes, advised of the following areas for a further understanding:

- Operational budgets and expectations of P/L year on year
- Budgeting
- Profit/Loss
- How each budget is decided and committees are held to their budget, what is presented monthly and moving forward what is presented to the Board
- CV has Board Insurance and should a Board member self-insure for any liability as a Board Member?
- A tighter link between the committees and the board – particularly in relation to finances.
- Each month each committee is meant to receive a running balance on the expenses incurred of their event/s. There does not appear to be any upper limit placed on any overspend is it appropriate for a maximum overspend of \$1,000.00 put on every event for example. If there is a proposed overspend, Is this presented to the Board for approval prior to the incurring of the overspend not after. In that way the Board can decide if the expense is feasible in light of the event, the total budget and any possible ramifications when/if income does not meet expectations.

Action: In response to the request for additional financial awareness, we note the following actions are in place for 2019.

1. *Committees will be presented with their budgets in the next meeting for review against the terms of reference and our strategic plans and any other variation works for 2019 – Mid March 2019*
2. *Finance Committee Reviews draft Budget – 26 March 2019*
3. *Any amendments to be captured in April*
4. *Board to be presented Draft Budget – 25 April 2019*
5. *Further round of changes if required – May*
6. *Budget to be finalised – 23 May 2019*

Q4 Rate your understanding of each of the following board duties:

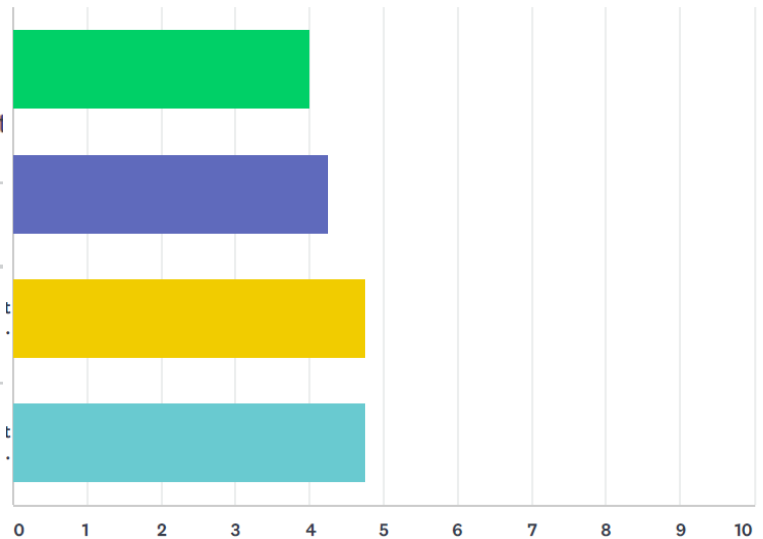
Answered: 8 Skipped: 0

The duty to exercise your powers and duties with the care and diligence that a reasonable person would have which includes taking steps to ensure you are properly informed about the financial position of the CV and ensuring it does not trade if it is insolvent

The duty to exercise your powers and duties in good faith and in the best interests of the CV and for a proper purpose

The duty not to improperly use your position to gain an advantage for yourself or someone else, or to cause detriment to the CV

The duty not to improperly use information obtained through your position to gain an advantage for yourself or someone else, or to cause detriment to the CV.



Weighted average rating 1 to 5 and average results were over 4 out of 5 – No further action required noting that the financial position result was 4 and this is aligned with three requests for further awareness of financial position.

Q5 Despite the challenges with filling Board positions and limited resources from time to time, please rate whether the Board provides effective oversight and governance to the Coonawarra Vignerons Association in relation to each of the following?

Answered: 8 Skipped: 0



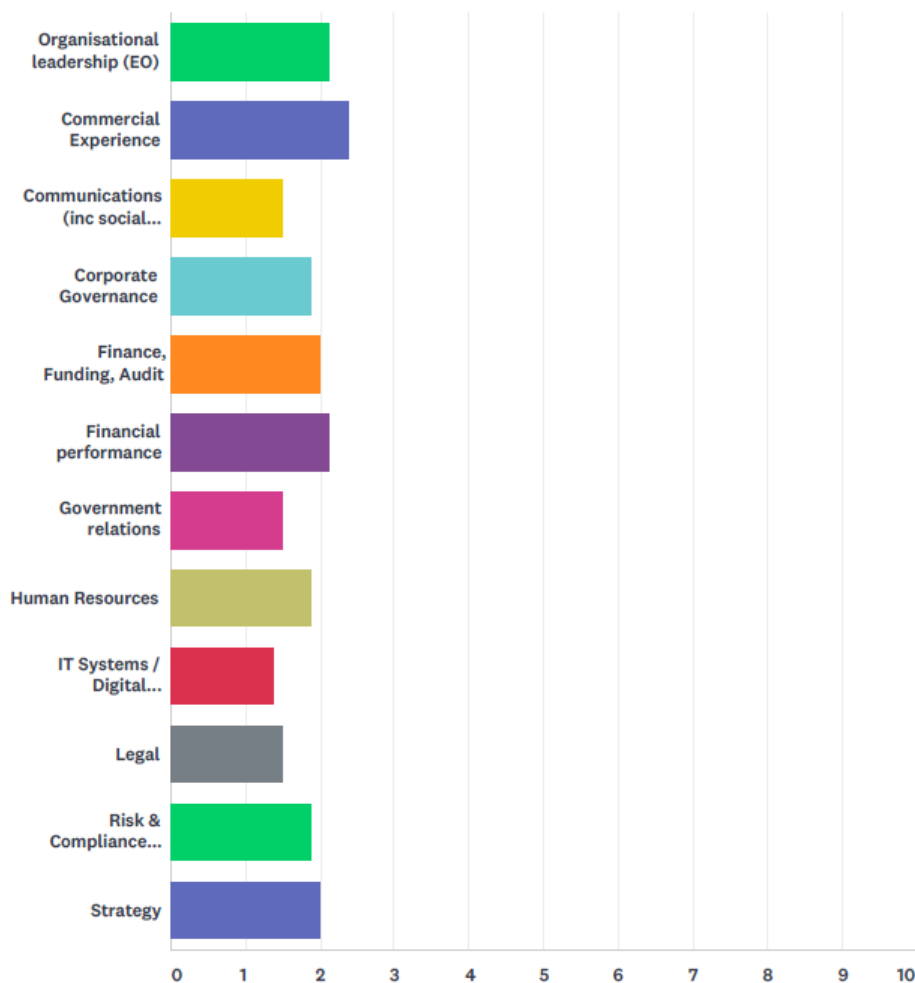
Weighted average was 1 to 5 and those rated under 4 were:

- A blend of skills and experience to effectively discharge its responsibilities
- Sufficient time is devoted to strategic issues
- Meetings are run effectively and efficiently (note 5 / 8 agreed)
- Considers effective succession planning
- Regularly review its process and effectiveness in providing direction to management and its decision

Action: We will review the above and take measures to improve each.

Q6 These results will be collated anonymously and will provide a picture of the CV Board's overall knowledge, skill and experience. In undertaking this self-assessment, consider your current expertise and rate it according to the scale.

Answered: 8 Skipped: 0



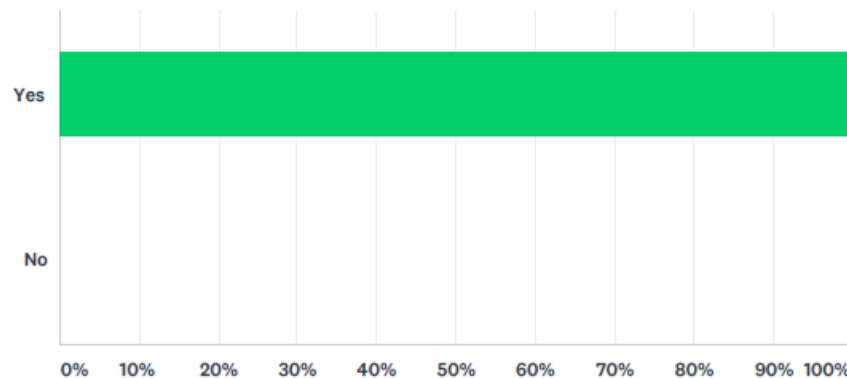
Weighted average from 1 to 3. Those areas falling beneath 2 included:

- Communications (incl social media)
- Corporate governance
- Government relations
- Human Resources
- IT Systems / Digital Strategies
- Legal
- Risk & Compliance oversight

Action: Board to consider if training is required, or the need to look at these particular areas for Board member recruitment. We propose to discuss this further in March when we meet again and all Board members have reviewed the results.

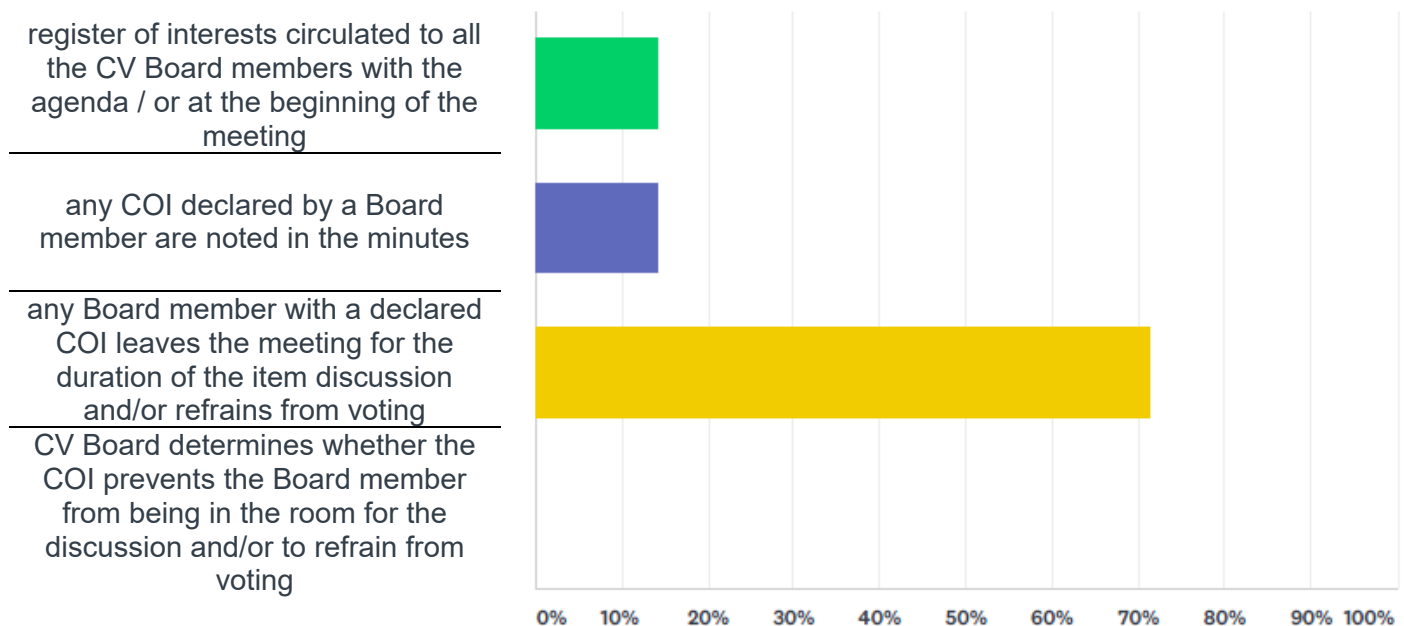
Q7 Are you familiar with what a conflict of interest (COI) is (be it actual, potential and perceived)?

Answered: 8 Skipped: 0



Q8 How are conflict of interests managed at the Board meetings?

Answered: 7 Skipped: 1



Q9 In your view what sort of information or training would best assist Board members with understanding and knowing about conflicts of interest?

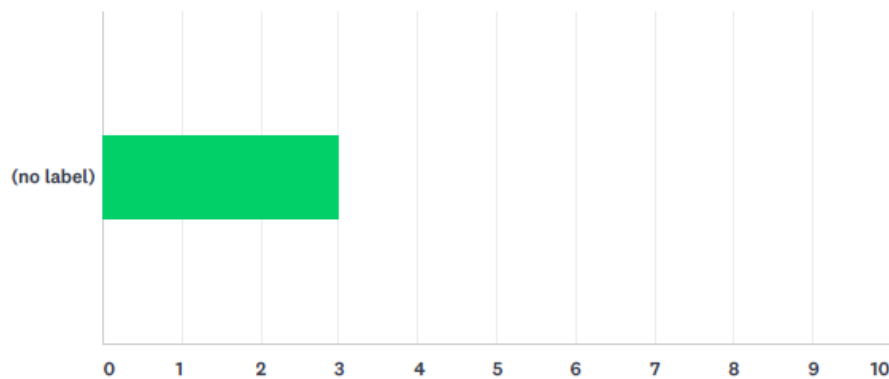
Answered: 5 Skipped: 3

A total of 5 responses provided:

- Competent Board Members are aware of COI that may occur
- COI generally handled OK
- True examples of COI, Training where real life examples shown and it does highlight the many ways it can occur
- Some insight in to the different COIs that can occur
- Governance training as per the training completed by the CV Board members

Q10 Do you consider the CV Board has given the CV management the necessary delegations to undertake their day to day duties and role?

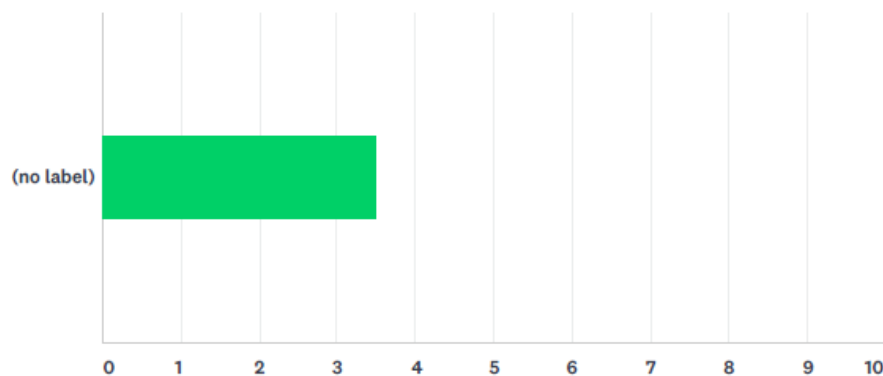
Answered: 8 Skipped: 0



Scored Delegation about right by all – weighted average of 3

Q11 Do you consider that the CV management are adequately reporting to the Board on a regular basis?

Answered: 8 Skipped: 0



Scored by 5 as about right 2 more than adequately and 1 as outstanding

From: [Pete Balnaves](#)
To: [Olivia Nunn](#)
Subject: Fwd: South East mud management [DLM=For-Official-Use-Only]
Date: Thursday, 28 February 2019 12:44:54 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image009.png](#)
[image011.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image009.png](#)
[image012.png](#)

Pete Balnaves

Begin forwarded message:

From: Mark Gishen <Mark@winesa.asn.au>
Date: 27 February 2019 at 2:35:31 pm ACDT
To: "kirsty.balnaves@balnaves.com.au" <kirsty.balnaves@balnaves.com.au>, "pete.bissell@balnaves.com.au" <pete.bissell@balnaves.com.au>, "pete.balnaves@balnaves.com.au" <pete.balnaves@balnaves.com.au>
Cc: Brian Smedley <Brian@winesa.asn.au>
Subject: RE: South East mud management [DLM=For-Official-Use-Only]

Hi again

I have received a response from EPA as below. I have a few questions that I have discussed with Daniel, and will follow with an email. He indicated that he may need to refer it on to another person in the EPA that deals specifically with waste handling. The response has raised a few more questions from me, and please let me know if you have any other questions.

My questions relate to the highlighted text and are:

- Who engaged the site contamination auditor? (Possibly Resource Co according to Daniel).
- What was the actual 'classification' assigned by the site contamination auditor as a result of the review?
- What is the nature of the disposal site (i.e. rehabilitation site)? Is it supervised by the same site contamination auditor that conducted the review?
- What are the EPA's processes for oversight, or accreditation, of the site contamination auditors to verify, validate or audit decisions and actions made on the basis of their findings?

Hi Mark,

Just a follow up to your questions last week regarding the drill material taken from the South East to the McLaren Vale facility, we have compiled a summary below. Once you have had a look and considered, please let me know if you have any further questions:

Beach Energy drill cuttings

- In 2018 approximately 2700 tonnes of drill spoils (the muds which are brought to the surface during the drilling process) was transported to the Southern Waste ResourceCo McLaren Vale waste depot. The depot is licensed by the EPA (EPA 32682) to receive waste soil according to the following classifications – Waste Fill, Intermediate Waste Soil, Low Level Contaminated Soil and High Level Contaminated Soil. The material in question produced by Beach Energy was received as a spadeable soil.
- Prior to being transported to the McLaren Vale waste depot, some initial testing was conducted at the drill site indicating the material was of an 'intermediate waste classification' with limited testing

- Upon receipt of the material, Southern Waste ResourceCo engaged Mud Environmental to undertake re-testing and assessment on the physical and chemical composition of the material as the material must be properly characterised before any end use is executed.
- Site contamination auditor, Phillip Hitchcock was then engaged to conduct a review of the test results completed by Mud Environmental to determine potential reuse of the material as fill. The assessment looks at aspects such as the chemical composition, ability for any contaminants to leach from the material and based on this categorises the material which then guides or limits how the material may be used. This included consideration of metals that there are no criteria for intermediate waste soil such as barium.
- The review concluded that the material was suitable for reuse and rehabilitation at the former Tatachilla Sand Quarry located at 473 Tatachilla Road, Tatachilla SA (audit site). This site is not licensed by the EPA but is under the supervision of a site contamination auditor.
- The drilling mud results from Haselgrove-3 were uploaded to the EPA website. I believe you have a link but provide it just in case it is needed
https://www.epa.sa.gov.au/business_and_industry/industry-updates/beach-energy
- On the basis of the endorsement provided by the site contamination auditor, Southern Waste ResourceCo then moved the material to the audit site, which is adjacent to the waste depot. The material was placed 15 meters below the surface and the EPA understands Southern Waste ResourceCo intend to raise to level of the pit to the natural land surface.
- If it were the case that the material was classified as low level contaminated waste or High level contaminated waste, Southern Waste ResourceCo would have been required to execute a different management strategy, commensurate with the nature of the material which may have included further treatment of the material and deposition in a dedicated lined facility.

I hope this information is of assistance but please let me know if you have any follow up questions
Regards,

Daniel Bellifemine

Team Leader – Mining and Radiation

Work Phone (08) 8204 9818 Work Fax (08) 8124 4673 Mobile 0468 688 731

Kind regards,



Mark Gishen

Project Manager – Environment & Technical

South Australian Wine Industry Association Incorporated

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From: Mark Gishen
Sent: Tuesday, 12 February 2019 10:08 AM
To: kirsty.balnaves@balnaves.com.au; pete.bissell@balnaves.com.au
Cc: Brian Smedley <Brian@winesa.asn.au>
Subject: FW: South East mud management [DLM=For-Official-Use-Only]

Hi Kirsty and Pete,

I have followed up with EPA and Anne Daw about the disposal of drill spoils from Haselgrove 3.

See below for EPA's undertaking to get back to us.

There is also a report on the testing and recommendations for disposal available from the EPA at: https://www.epa.sa.gov.au/business_and_industry/industry-updates/beach-energy. The report summary suggests to me that they considered it met "Intermediate" level waste criteria and so could be used as "waste derived fill" (i.e. dumped in an unlined quarry), which still needed approval from EPA. Anne Daw expressed some concerns about possible limitations with the sampling and testing.

Kind regards,



Mark Gishen

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From: Bellifemine, Daniel (EPA) <Daniel.Bellifemine@sa.gov.au>
Sent: Friday, 8 February 2019 12:34 PM
To: Mark Gishen <Mark@winesa.asn.au>
Cc: Daminato, David (EPA) <David.Daminato@sa.gov.au>
Subject: South East mud management [DLM=For-Official-Use-Only]

For Official Use Only

Hi Mark,

Thanks for your call earlier. As discussed, the EPA is aware of drill spoils taken from the South East to a

licensed McLaren Vale waste facility. We will provide some detail in addition to that provided during our call specifically around the points below

- How the material collected at the South East was characterised
- The material characteristics under EPA waste classification criteria
- How the material was managed once characterised in the McLaren vale facility
- Any restrictions or controls around its use once it reached the facility

Please let me know if you have any additional queries or questions and we will chase up this information for you.

Regards,

Daniel Bellifemine

Team Leader – Mining and Radiation

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[Environment Protection Authority](#)

GPO Box 2607, Adelaide, S.A. 5001, AUSTRALIA



www.epa.sa.gov.au

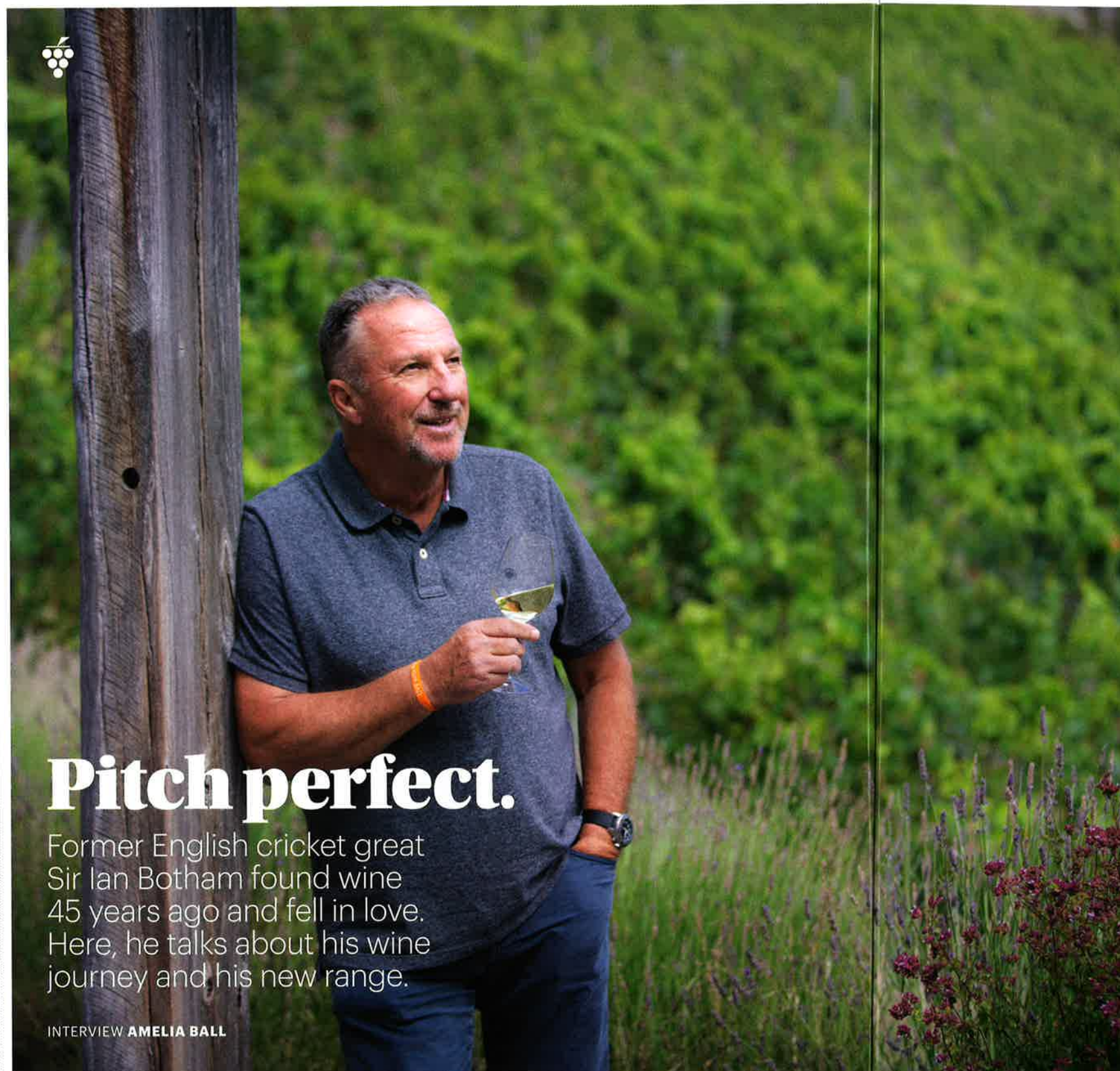
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Mark Gishen

82229278

0404833073



Pitch perfect.

Former English cricket great Sir Ian Botham found wine 45 years ago and fell in love. Here, he talks about his wine journey and his new range.

INTERVIEW AMELIA BALL

Was there a defining moment that made you fall in love with wine?

No, but there was a defining person – John Arlott. He was a cricket commentator, raconteur and the only man the French would allow at that time to write about their food and wine. I got to know him very well and he introduced me to wine at the age of 17 or 18. Every morning, copious amounts of wine would arrive from France and my job was to get it into his cellar and bring back whatever he wanted to try that day in a wicker basket. I was just a young kid doing the sporting thing and didn't have a clue about wine, but that's when I started to understand it.

Were there many great wine discoveries while touring during your cricket career?

Loads! I remember coming to Adelaide and saying, 'Blimey, I don't like the beer here!' I was with [fellow former cricketer] Bob Willis and [winemaker] Geoff Merrill, who said, 'Well, if you don't like our beer, you may as well try our wine!' That was 40-odd years ago. I've since gotten to know many winemakers out of South Australia and always been really interested in the wine.

And now you're making wine here. Did you ever imagine that?

I always knew I wanted to work with wine in one way or another, but a year ago, I wouldn't have known what to do in a blending room. Now I love experimenting. What I've tried to do with the range is produce wines that I'd put on my table, regardless of company.

Did you have any wine traditions for celebrating the big cricket wins?

I don't think we were too bothered – we'd drink anything! Although, there were about six of us on the team who would rather go to a nice restaurant and drink a good bottle of something, while the others would go to the pub and drink beer. But gradually everyone enjoyed wine.

Do you have a wine collection?

I'm actually running it down because we're moving into a modern home. Where we are now, the house dates back to 1570, so the cellar is well established. I'll put the expensive wines into storage and I'm looking for new wines to put into the new cellar. But right now, I'm really enjoying drinking wines that I sourced 15 or 20 years ago.

What can you tell us about the wines in your collection?

I'd say the majority of my wines are from Australia, with quite a lot of pinot noir from New Zealand and some very good Riojas from Spain.

Have you had any cellaring disasters?
No, touch wood! I certainly know of a few, but luckily I haven't had any personally.

What wines are you loving right now?
It depends on what I'm doing. If I've just tasted 200 pinots, I'm likely to have a G&T or anything but wine. My favourites are chardonnay, because it's such a wonderful grape and you can do so much with it, pinot noir and also cabernet, particularly from Coonawarra. For me, Coonawarra cabernet is the real symbol of Australian red wine.

Any favourite wine regions to explore?
I've never gotten bored in a wine region. I'm doing a lot of travel these days for the range, so I'm looking forward to getting to Argentina. I also love going to Spain – they have some fantastic reds.

Is there any wine you can't learn to love?
I get a bit of brain-fade with sauvignon blanc. I'm afraid I don't get it. I find it acidic, minerally and like fresh-cut grass – I get hayfever from it!

Any favourite food and wine experiences?
I've been friends with [chef] Michel Roux for a long time, so if I'm in England, I love going to [his venue] The Waterside Inn. When I'm in Australia, I love Georges on Waymouth in Adelaide.

What's your all-time favourite food and wine match?

I don't really have one. I love good oysters with chardonnay, but I'm a great believer in not only having white wine with white meat. If you're having a pork chop, I don't see why you shouldn't drink what you want with it.

What's the oldest wine you've tried?
I've got a double magnum of Port in my cellar, which dates back to the 1800s. Only 12 of them were made and only six have been traced. I don't really drink Port, but that's about as good it gets. I have to make sure the grandchildren don't get their hands on that one.

Any favourite bargain wines?
You find some great ones in Spain because there's no tax on wine. You can go to the supermarkets and pick up a 1996 Gran Reserva for 15 euros, so it's always worth looking if you're there.

Do you miss cricket?
You move on. What's the point in missing it? I really am enjoying this stage of my life, especially working in wine. There's definitely life after cricket! ●

Sir Ian Botham Wines comprise an Australian chardonnay, shiraz and cabernet sauvignon, available at Cellarmasters and Dan Murphy's.