

CGWI BOARD Meeting Minutes		
Thursday 25 June 2020		8.30am
		Zoom
Attendees	Luke Tocaciu (LT), Joy Bowen (JB), Peter Balnaves (PB) – President & Chair, Pete Weinberg (PW), Bruce Redman (BR) – Treasurer & Ben Harris (BH), Sally Macleod (SM), Heidi Eldridge (HE)	
Apologies	Tony Gleeson (TG)- John Innes (JI) – Vice President	
Minutes	Heidi Eldridge (HE) Note PMN = Post Meeting Note	

2. Minutes of Previous Meeting

The emailed minutes of the meeting held on 21 May 2020 were moved by PW and seconded by SM as a true and accurate record.

3. Outstanding Actions from previous minutes

The following list has been updated by EO, however will be reviewed in detail in May and aim to close as many as possible.

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 2.05.19 28.11.19	3.2 Draft Coonawarra Vignerons Sponsorship 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. Renamed to Sponsorship. It was clarified this is another source of revenue. An example of sponsorship under preparation is the Masterclass for CCC.	OJ	May 2017	Ongoing requirement and as such we are taking this off of Board action and tracking at office level. Sponsorships will be presented on a case by case basis.
21.11.17 26.04.18 24.05.18 25.11.18 29.11.18 20.12.18 24.1.19 28.2.19 02.5.19 28.08.19	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. Increased role in activities moving forward.	Board Member OJ	July 2017	Actions underway and reinstated as Board action as Icons are to be reviewed by Patrons, Media Release drafted (previously issued). Removing from Board action as it is an action to be built into story telling and greater involvement in events such as was the case at Cup. Discussed the intention was to maintain the presence acknowledging the PR element of sharing more about the stories behind our patrons.

Date	Action Items	Person	Deadline	Status
31.10.19 28.11.19	Invites to be sent to patrons for upcoming event involvement. Noted involvement in signage. Noted increase role in events moving forward including CCC 2019 and Cup welcome.			
22.03.18 24.05.18 29.11.18, 20.12.18 & 24.01.19 28.08.19 31.10.19 28.11.19	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. Noted not progressed. No progress aiming to present at next meeting. Not progressed.	OJ	April 2018	Ongoing. OJ advised given the Financial Policies and the oversight of Finance Committee that there is no further need of delegations and will close this action.
27.06.18 30.08.18 27.09.18 25.10.18 29.11.18 24.01.19 28.02.19 28.08.19 26.09.19 31.10.19 28.11.19 23.01.19 27.2.19 24.6.20	3.8 Storage of Wine Need a stocktake and provide status of stock. Shelving system required 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. Langton's returned the valuation that was shared with Board for 1 August meeting and awaiting a meeting time to discuss approach. Storage options for wine to be stored in CV shed moving forward. Four boxes of wine at Katnook Estate and closed out any further action. PB advised he had sourced an option with a container available at \$6k. Dimensions to be sought. PB advised he had sourced an option with a container available at \$6k, however not suitable. Seeking quotes. Quoted on site and circa \$14k to purpose build. Noted alternatives were much more affordable and we will seek some additional options for review more aligned to \$6k. Awaiting another quote. PB Proposed National Trust Site Building in near vicinity from CV office as option for secure wine Storage.	OJ & CL PB PB & TG BR OJ & BR OJ PB PB OJ PB	Wine stored currently at Zema Estate is to be moved after vintage 2020. Originally was targeting Sept 2018.	Possibility of collocation at the office. Looking into storage options. Quotes being sourced. Sought a quote from JI contact Harry Harradine and awaiting response. PMN: 3/6 contacted and will call on 5/6 with quote.
1.08.18	3.9 Cabernet Event Brief Brief to be shared with members. Very strong document for the parameters. How does June go?	ON	31.08.18	No further progress. We do not have

Date	Action Items	Person	Deadline	Status
27.9.18 25.10.18 24.1.19 27.06.19 28.08.19 26.09.19 31.10.19 & 28.11.19 23.1.19 27.2.19	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. Exploring options for International Cabernet Day. Met with Margaret River EO in June in Melbourne and August in Adelaide. Insufficient funding and time to activate for 30 August 2019. Confirmed that GFWS expressed interest in providing a proposal further to the Revel brief that was secured some time ago. Looking into 2020 and funding opportunities. No further progress. Nil to report. Discussions continue with Margaret River. Following up.		29.11.18 March 19 May 20	funds to finance this year. Will review with Margaret River for forward planning and potential to incorporate with Cabernet Symposium. Note COVID-19 delaying. Margaret River have approached CV about possibility of involvement in Halliday Cabernet Challenge and Board were supportive of proceeding with this initiative. Closing this action and will track against the Halliday Cabernet Challenge.
1.08.19 27.09.18 24.1.19 27.06.19 28.08.19 26.09.19 31.10.19 28.11.19 23.1.20 27.2.19 23.4.20	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. Advancing templates with Consultant in part of briefing. We will review in September to advance and close out. No progress. Working on this now with aim to action with members in Feb post Cup and to align with the experience development as part of Mixed Dozen Project. On track for 12 Feb. Delivered the Cellar Door Manual including Branding elements for events. In developing the Cellar Dwellers & CCC Social content we will expand the initial Coonawarra \ Brand document to demonstrate the application. Targeting a draft in May.	OJ	ON HOLD	Noted that the plan was to complete by end of 2018 for 2019 roll out and that has been delayed and exploring as part of what is being developed with consultant – Made with Moxie. We now have a template via the Mixed Dozen Project and will adapt this in May. OJ noted that she is attempting to prepare a draft prior to 5/6. Put on hold. HE to follow up with ON.
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, however no budget allocation has been made for Interpretive Signage as historical markers. Discussed the priority needs of Coonawarra and suggested we request: <ul style="list-style-type: none"> \$15k Historical Signage \$10 Resurfacing of Siding 	PB	July	Council Briefing to be scheduled by Council. PB suggested whether we join their bus trip – May? Note this is no longer possible due to COVID-19. Signage to be finalised to deliver as funds have been received.

Date	Action Items	Person	Deadline	Status
27.06.19 28.08.19 26.09.19 31.10.19 28.11.19 23.01.19 27.2.19 21.5.20 25.6.20	<p>ON to confirm a meeting with Wattle Range representatives for scope and budget positioning. Noted whether the brown State signs that no longer have cellar doors need to be removed. CV to advance the sign project. Funding received from Wattle Range. PB advised update at next meeting. PB presented the update on signs. BR feedback circulated via email during meeting and PB to incorporate. Airport status confirmed see action below. Signage is progressing slowly. Three signs were shared for review. Two options respectively and agreed central header, one column and all ok with what was shared. PB to lead finalisation of remaining and stage the install. Sign frames are being galvanised. Six printed and to be installed. Negotiating where to be located. Awaiting further information on install to communicate to members. Updated delivery date to June commensurate with end of year. Note that signage created to date has been paid for. PB to share details with HE for Member Update to be shared. CV to become primary conduit with WRC for Southern Bypass. Penola/Coonawarra entrance signage under review. JB raised condition of Coonawarra Township signage as concern. PW to contact WRC to request signage be cleaned/ repaired</p>			<p>Noted PB to lead and report in OJ's absence.</p> <p>Member update required in conjunction with install. Await final details to communicate.</p> <p>Awaiting letter from WRC Peter Halton PMN: PW Emailed WRC Steve Chapple. Response received 6/7/20 advising that signs would be attended to.</p>
20.12.18 24.1.19 28.8.19 23.1.20 27.2.20	<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. 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. See response outlining BOM undertaking a review. ON to follow up. ON to follow up. Outstanding. http://www.bom.gov.au/aviation/taf-review/ TA Review report expected early 2020. Will monitor and have emailed BOM.</p>	PB	Ongoing	Note that there is no update on the link as yet. Continue to monitor. Note assigned PB to review monthly in alignment with meetings.
27.06.19 26.09.19	<p>Museum Wines. BR moved the motion to sell the museum wines seconded by LT. All were in favour and to be reported on at the next meeting in regards to Langton's recommendations. we are awaiting a return call from Langton's to confirm the selling strategy. Provided an update following telephone discussion on 25.09 and need to choose month and proposed a dinner with live and on line auction. Noted this is a separate PR opportunity for Coonawarra and potential to</p>	OJ J& BR	January 2021	<p>Coonawarra confirmed need to defer to 2021 with options May, June or July 2021.</p> <p>Review the barrel series wines and agree approach.</p>

Date	Action Items	Person	Deadline	Status
31.10.19 23.1.20 27.2.20 21.5.20	break into two sales. Coonawarra to confirm timeframe such as May. OJ to confirm May / June preference and aim to have event prepared by January 2020. Note awaiting meeting with Langton's. Discussed with Langton's on 24.2.20 and agreed to defer to next year given the fundraisers for bushfire relief and impacts of Novel Corona Virus. Action to be reviewed in January 2021.			Deferred to 2021
26.09.19 31.10.19 23.1.20 27.2.20 21.5.20 26.6.20	Review if the Weather Station reach is sufficient with appropriate density. OJ to send an update to Committee noting that next meeting is 3 December 2019. To be addressed in next meeting. Note subject to next meeting. HL following up. Approach presented in General Meeting. Need to now follow up on frost alerts. CV website activity to be observed to determine frequency and volume of access to whether station. Email to be sent to members to determine which members, if any, rely upon the existing weather station feature	SM HE	July AGM	Assigning SM to review at July meeting with VOC re frost alert reliance prior to any disbanding. Approach to be agreed by AGM. PMN: Email sent 29/6. Responses collated for review.
23.1.20 27.2.20 21.5.20	Limestone Coast Future Planning to be reviewed this was in light of the RSA plan that had limited appreciation of the viticulture contribution to Limestone Coast at large and employment etc. Reviewed and following up note further conversation required with LCGWC's Chair. OJ has not advanced this position. Note new President/Chair in Helen Strickland and insufficient capacity to advance any strategic conversations.	OJ	Feb 20	Board to determine in June if any future discussions required.
27.2.20 21.5.20	Prepare a Proposal for a Permanent Structure at Penola Racing Club. Update provided on basis of maintaining provision in Penola and further enhancing infrastructure in region.	PB	June	PB assigned. Noted not a CV immediate priority.
27.2.20 23.4.20 21.5.20 26.6.20	Follow up with Neil Power and Landscape SA. OJ confirmed she will follow up. OJ to follow up especially given the tracking of salinity testing. Noted that KD was also keen to see this translate as part of Landscape SA. Neil Power to respond with details on salinity analysis from Adelaide including the process that we can share with members and to provide an update on the steps being taken to prepare for the WAP review in 2023. 5 th June. Neil Power made contact via email. SE Landscape Board endorsed intention to institute a Citizen Science groundwater salinity monitoring initiative where landholders can have water samples from their bores analysed for salinity levels. It is being investigated how to roll out the programme. A trial has been initiated in Padthaway. Landholders can continue to drop in samples at the DEW offices at Naracoorte and Mount Gambier. Email response sent to Neil seeking specifications for sample testing sent by HE.	HE	July	PMN: OJ has emailed Neil Power on 3/6 and will share status by 5/6. Updated due date to June accordingly. Programme has been put on hold. It will be restarted as these restrictions ease. Awaiting response PMN: HE has emailed Neil Power

4. Finance 4.1

Finance Papers & Update – BR provided an update on current balances of accounts and

referenced the Finance Reports dated 23 June 2020 (P&L, Aged Receivables, Aged Payables & Balance Sheet) & Meeting held on Wednesday 25 June & Budget Update. Office to work with Treasurer and Finance Committee. Noted that we are maintaining the need for quarterly membership payments and following up with those that are outstanding and open to payment plans where required.

Budget – 4th and final version of the budget presented to board. Final budget maintains PRC Sponsorship \$15k and the subsequent scenario for the grants.

BR moved that budget be accepted. PW Seconded.

Further to Finance Committee meeting CL & HE will monitor member fee payments and follow up in accord with normal procedures. Noted the need to manage finances closely for cashflow purposes just like the need to draw down on funds for maintenance of cash flow as the case was for BAS quarterly payment recently. \$60K e-Commerce grant has been invoiced to PIRSA with funds to be received by 30 June 2020. CV not eligible for Job Keeper payments – monitoring until September as Roadshow income will be a loss incurred from June to August.

(Maintaining for future reference - Financial Policy on Term Deposit – Further to the Finance Committee recommendation the motion presented was moved by JB and seconded by JI previously:

The reserve that we are aiming to maintain at \$300k can to be drawn on if required during the extenuating circumstances of COVID-19 with the aim to keep this at \$250k and to replenish the funds back to \$300k where possible for future needs.)

Treasurer presented his update that was moved by JB and seconded by PW. JB reiterated the conditional access to additional funds that they be replenished as per the note above also with the policy.

PB raised question as to whether portion of Air Strip land shall be sold. Ca. 3.6ha.

4.2 Grants Update – Provided an update as follows.

- Mixed Dozen Project has now received an extension due to the extensive disruption in particular for our region COVID-19 in any meaningful marketing of the itineraries. The project was due to complete in April. Steering Committee will continue and it is subject to approval that LCLGA Tourism will take over the role to maintain the www.limestonecoast.org.au wine trails and that all parties will consider financing contribution. Eg. Coonawarra Vignerons could contribute for example \$1000 to assist with ongoing operations to ensure long term sustainability for benefit of our 34 brands as of July 2020 that can have ATDW listings and develop further bookable experiences to promote. We have incorporated the link onto our website and in our promotional materials including the Cellar Dwellers program online. <https://coonawarra.org/event/cellar-dwellers2020/>. Final Meeting with Project Manager was 4 May 2020. PMN: There has been endeavours to have the international marketing redirected in light of current climate, however the Act is preventing this from occurring therefore Wine Australia are quite bound to the international marketing that will not be in a position to promote for some time.
- SAWIDS (PIRSA) -Ecommerce Grant (\$60K)
Board agreed comfort in submitting application on the basis of the following motion.
If SAWIDS Grant is successful a General Meeting will be called to review the Constitution and vote on the change for expansion to provide this functionality with participation subject to constitutional rules whereby Coonawarra GI wine along with rules of participation in wine sales will be documented for implementation. This motion was moved by JI and seconded by LT. Previously we had noted a Short Term Liquor Licence appears appropriate and noted much like events this will be for a duration and specific purpose. Further to the successful application and need to rework the scope of the submission and letter of confirmation to be returned by Coonawarra to receive the \$60k extensive discussion prevailed around concerns of having wine for sale. Additional context was prepared to share with Board on 22 May to assist with demonstrating the offering. See item 9.7 for further discussion as resulted in the meeting.
- 2020/21 SAWIA Project 250- \$25K funding approved –this grant does not required to be matched \$ for \$. Project focus on COVID Tourism Campaign- to tie into Ecommerce – bookable experiences. Made with Moxie engaged to deliver.
- SATC Grant closes 1 May (extended due to COVID-19) – Two applications submitted. 1 to extend Cellar Dwellers for visitation \$5k for Hero Wine and Fire Event and seeking Grapes of Mirth assistance with additional application circa \$10 -\$15k for promotion of Comedy extension from Friday to Sunday, prior to Saturday's Comedy and Wine in Coonawarra and enabling Sunday for Cellar Door visitation creating a Comedy & Wine Festival (3 day affair) in conjunction with the Cup on the Thursday.
- 2020 Current SATC CCC Funding for potential virtual application can be applied. Noted cannot carry funding over to 2021. A new application is required in January 2021. We are preparing our marketing plan for CCC October 2021 week ending 5 June 2020.
- GWC – Seeking inbound knowledge exchange bursary to assist with International Speaker/s for Cabernet Symposium in July/November 2021. On hold. Will email Brian Smedley pre leave to update.
- Landscape SA (former SENRM Board) potential to apply for funds noting focus on drought resilience.

OJ to email Kerry DeGaris pre leave also.

- PIRSA Drought Resilience – Potential if Cabernet Symposium has a climate control component. No further progress due to COVID-19.

5. Correspondence & Communication

5.1 COVID-19 Updates – Meeting discussed the situation throughout the meeting and noted the grant applications were directly relating to COVID-19 recovery and aiding with e-commerce functionality. All agreed to continue to review event status and requirements on an ongoing basis.

- Literally Brilliant – response letter to be prepared.
- PDBATA – Window display proposal. Decline participation. HE to respond

6. Brand Reference Committee (formerly Marketing Committee)

6.1 Update We met on 13 May 2020. Discussed the approach to regional tourism and noted that we had put on hold assistance for a photo shoot from a BRC member as we are not yet financed to proceed with this as it is subject to grant funding and needs a well-considered brief to reflect membership. Also noted that the group sought to revert to monthly meetings however given the current resourcing and priorities that we maintain every two months. PMN: Attempted to convene meeting on 3 June and only one member could attend and will revert to every two months from August which was supported by Board in this May meeting.

7. Viticultural and Oenology Committee (VOC) Report

7.1 VOC Update – OJ noted that the next meeting is in July and that we have been most impressed with Hans Loder's leadership and presentation in the General Meeting. SM seconded this and he is across all projects and will be supported by HE from office and continued support by SM to Board reporting. Neil Power to respond with details on salinity analysis from Adelaide including the process that we can share with members and to provide an update on the steps being taken to prepare for the WAP review in 2023. Noted need to follow up with Landscape SA's Kerry DeGaris for further discussion relating to Obswell Data and needs.

- **VOC** – Email/ Text to be sent out to main member contacts to determine frequency of access, if at all, of weather stations data.

7.2 Water – Noted no need for member update as covered under water licencing. PB noted need to monitor for industry pressures in particular from forestry. Ongoing.

7.3 Fracking – No further information.

7.4 BioSecurity - PB & BH attended meeting in Adelaide. Position of industry sought by Vine health Australia in relation to the phylloxera & Grape industry Act. Vinehealth Australia and PIRSA-Biosecurity SA jointly recommended a range of changes relating to the management of grape phylloxera. CV don't want this act reviewed as things in there that the grape industry don't want changed - draft letter been written - need to make some noise surrounding this

7.5 Climate Change – WA Atlas report – suggestion raised for Coonawarra to present “good news” stories to showcase the initiatives being undertaken in region and reinforce positive messaging on how the region is meeting the challenges – ie. Irrigation project, Eco Vineyards Biodiversity project

8. Industry Engagement

8.1 OJ provided an update on industry (SAWIA, PIRSA, SATC, RDALC, Wattle Range Council, Tourism Mount Gambier and other Regions):

- **SAWIA** – SAWIA has continued to provide extensive support during COVID-19 directions and interpretations as a result of regulation changes etc. We held the Associations Meeting on 18 April and delivered our report on our Project 250 2019/20 Funding. First region to share outcomes. Attached the presentation to the Board Pack. We are preparing our grant application for \$25k for Coonawarra Regional Recovery Tourism Plan. PMN: Submitted on 27 May 2020 and is reviewed on 4 June 2020 at the Review Meeting. Advised point of contact is Kirsty Balnaves and Kirsty will liaise with HE on status of projects and any reporting. Held a meeting to brief Kirsty also. PMN: OJ has emailed re Board Insurance on 4 June 2020.
- **Wine Australia** – A china visit has now been postponed due to Novel Coronavirus – 2021. Itinerary planned. Focus has been members completing the vintage survey and sharing information as received via weekly correspondence. HE and Sue Hodder will continue to attend the monthly teleconferences. PMN: Followed up with Ali Lockwood re Cellar Door Grant and queried if conditions will change based on the cellar door closures.
- **Tourism Mount Gambier** – Maintaining contact through Mixed Dozen Project. Note the SEGRA Conference is cancelled. We have shared details of what's happening in Coonawarra and they draw on ATDW.
- **RDA** – Rail review followed up. Outcomes were to be communicated in March 2020. PMN: Here is the link to the report - <https://www.rdalc.org.au/rdalc/news/rail-could-save-more-than-15m-a-year-in-local-freight-costs>
- **Australian Grape & Wine** – Teleconference held and minutes are being uploaded to website. Good discussion of current issues and like all attention redirected to support to alleviate COVID-19 impacts. HE will continue to attend the Zoom meetings. HE attended the meeting in May as an introduction. Next meeting is Tuesday 16 June 2020.
- **WGCSA** – Eco-vineyards continuing with \$3k commitment to trial sites in Coonawarra and workshop to be held in May was deferred due to COVID-19. Advised point of contact is HE for correspondence moving forward.
- **Wine Australia** – Climate Atlas. Proposed CV document to be produced on Coonawarra position on Climate Change focusing on positive actions. BH to liaise with VOC to gather info.

9. CV Executive Officer Activity Report

9.1 EO Verbal Update. Olivia has commenced maternity leave. Heidi acting EO in absence of Oliva. July Dwellers proceeding with mostly unique tastings. Programme available online. CCC event programme now in the process of being finalised with

members to advise of status of events. CV Cup as per minutes and meeting held (see also the new President's Report from Luke Trotter in the Board Pack) we will check back in July and then decide by October due to Sponsor involvement etc. Note this will also impact on GOM Comedy & Wine in Coonawarra if it does not proceed. General Meeting held on 5 May 2020 in Zoom format which enabled sharing of the recorded content and slides directly post meeting providing information in real time to all members.

9.2 Cellar Door Event Committee Met on 10 June 2020. Influx of visitors reported for June long weekend. Cellar Doors pleased with implementation of pre-booked tastings to comply with COVID restrictions. COVID plans shall continue to be displayed in line with AG&W recommendations and visitor registers to be maintained including the recording of visitor postcodes. Cellar Dwellers Program uploaded promotion to commence given status of cellar doors resuming tastings. CCC programme a work in progress. Confirmed with SATC that they would enable support of virtual events for CCC to provide continuity.

9.3 Cup Committee. Luke Trotter is the new Chair and report attached along with minutes of meeting held on 19 May 2020. Agreed that we meet again in July with decision in October. OJ to reach out to sponsors and explain situation and handover to HE. HE to take the lead from CV Office in OJ's maternity leave and note that HE will be on site for continuity with Grand Events and in particular the set up of tables and chairs.

9.4 Roadshow Committee – Event cancelled and communicated. We may be in a position to present a wine pack if E-commerce supported by Board. Note the concerns raised in this meeting and subsequent meeting held on 22 May 2020.

9.5 Resourcing – OJ's maternity has commenced, OJ welcomed baby girl – Florence Anne James to the world 15th June. Periodical reviews to assess needs of CV and Olivia with a catchup between Pete and Olivia. Calendar invites to be placed in diary as a reminder prior to the Board Meeting of that month for an update to be shared. Given increase workload, HE raised request to work an additional day a week – Monday. Office hours to remain the same (Tuesday – Thursday), with Monday to be worked remotely. Board supportive of this.

9.6 Halliday Australian Cabernet Wine Challenge– 7+8 September. CV proceeding with this event. HE liaising with Yarra Valley and Margaret River Associations to coordinate. Coonawarra Judges Confirmed – Pete Bissel (Panel Chair), Jane Ferarri & Andrew Hardy. Associate Judges – Matilda Innes & Lauren Hansen. Uli (LCWSC) has offered assistance with stewarding and furniture requirements tables and glassware. Coonawarra Hall Booked.

9.7 General Meeting due to e-commerce funding from SAWIDS - Reviewed the status of the e-Commerce project and whether that triggered the need for constitutional review. It was agreed that this was not the case. A member update is to be drafted by OJ by 4 June 2020 to communicate the project based on funding as we had noted in correspondence that we may have needed a further general meeting.

There was a substantial level of discussion about the e-Commerce platform and noted that we would come together again on Friday 22 May to discuss further with the proposed return brief to modify scope from budgeted \$150k to \$60k letter of offer from PIRSA. Concerns from Board that this would form a bottle shop, introduce significant effort and essentially increase management of distribution of wine that may give rise to issues endeavouring to replace bottles etc if postage issues.

The brief was modified for the scope to read e-Commerce of wine experiences and promotion of wine and we will review into the future.

Based on the subsequent meeting on 22 May 2020 each member (note that Tony and Sally were not present in this meeting) articulated their feedback and all agreed unanimously that we submit the revised scope and that the bookability of region wide experiences and enhancing booking feature for Cellar Dwellers, CCC and Roadshow potentially will give rise to increased functionality for the region.

It was noted that the intention of the platform was to also provide ability to sell wine at times such as these when a pandemic reduces the region's reach and unique offerings can be shared and revenue streams created with wine to be managed via existing member arrangements ie CV Office is not packaging and sending wines a tried and tested winery is fulfilling this function.

Refer to the attached submission that was re-submitted including a mock up of the potential look and feel a shop presence will provide on coonawarra.org with the offerings.

Board agreed to implementing in two phases. With phase 1 not being a bottle shop with experiences and offerings that cannot be booked currently and assists with event marketing in region.

It is noted for terms and conditions of participation:

- The e-Commerce provision in keeping with our Association values is to be fair and equitable
- Coonawarra GI products or experiences only from financial members
- Sustainable resource contribution from current staff profile and office capacity to administer effectively
- Noted the annual costs are relatively low and less than \$2k
- Where possible prevent unintended consequences
- Initially data is analysed at CV level and considered at a later date for member wide sharing and application
- Liquor license requirements to be reviewed as we had been advised short term licence and we were to do this through a winery. LT mentioned a distributor licence and we will review this as it is contrary to our understanding of the licencing required.

HE raised challenges that have been raised by MwM in relation to setting up platform to sell experiences vs. product sales. Feedback from CDE highlighting importance of Integration of experiences with existing winery booking systems. Mariella from Made with Moxie has requested to address the board with a presentation at earliest opportunity. All in favour of partaking in Zoom presentation.
PMN: Zoom meeting scheduled for Wednesday July 1st.

9.8 Australian Cabernet Symposium – On 19 May Sub Committee met we shared the position of Board and VOC with regard to priorities and the need to defer. All agreed with the approach and to meet in December following the ASVO and National Terroir Virtual Congress to review virtual and in region agenda and noted to advise LCFWC of position as this is subject to grant from Wine Australia and wish to defer the funding accordingly. Whether we look at 2022.

10. Welfare, Health and Safety (WHS)

10.1 Update – COVID-19 Precautions: Currently OJ is working from home. HE and CL working from office from Tuesday to Thursday. CL and HE working three days a week. Noted the office remains closed to public and members and open to staff for working conditions consistent with COVID-19 regulations. Both staff members have limited community interaction and the office will reopen in accord with Members from 9 June 2020. This will be communicated in the weekly correspondence. PMN: Note that Christine has been away from the office for 2.5 weeks with should surgery and will return one day a week from 4 June 2020 if feeling well enough.

10.2 Risk Planning – Budget and Workplan to follow.

11. Membership

11.1 Membership update – Noted that we will welcome Riddoch Wines in July and membership packs to go out. Welcome packs to be distributed by HE electronically first week of July. CL & HE to follow up with renewal forms not returned. CL to prepare invoices for 1st quarter new financial year.

12. New Business

12.1 Calculation of membership fees raised for review for those who do not have vines in Coonawarra. Finance committee to discuss at next meeting.

12.2 PABDTA / (RBCA)- Proposal for Penola Business Enhancement project presented. Requires CV to outlay ca \$1K for window décor. CV to decline proposal, but prepared to set up window display using existing promotional banners. PMN: HE emailed CV position 1/7.

Meeting Closed 10:13am

Next Meeting – Thursday 23 July 2020, 8.30am, Brand's Laira Meeting Room.