

CGWI BOARD Meeting Minutes		
Thursday 27 August 2020		8.30am
		Zoom
Attendees	Joy Bowen (JB), Peter Balnaves (PB) – President & Chair, Pete Weinberg (PW), Bruce Redman (BR) – Treasurer, Tony Gleeson (TG), Heidi Eldridge (HE)	
Apologies	Ben Harris (BH), Sally Macleod (SM), Luke Tocaciu (LT), John Innes (JI)	
Minutes	Heidi Eldridge (HE) Note PMN = Post Meeting Note	

2. Minutes of Previous Meeting

The emailed minutes of the meeting held on 25 June 2020 were moved by PW and seconded by TG 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
28.11.19 25.06.2020	3.1 Draft Coonawarra Vignerons Sponsorship Renamed to Sponsorship. It was clarified this is another source of revenue. An example of sponsorship under preparation is the Masterclass for CCC.	OJ		Sponsorships will be presented on a case by case basis. Pending due to COVID19
02.5.19 28.08.19 31.10.19 28.11.19 25.06.2020	3.2 Board to consider Contributors / Icons Increased role in activities moving forward. 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. Pending future involvement due to COVID19	Board Member OJ	July 2017	Discussed the intention was to maintain the presence acknowledging the PR element of sharing more about the stories behind our patrons.
27.2.19 25.6.20 23.7.20	3.3 Storage of Wine PB Proposed National Trust Bond Store Building (near back of Penola Swimming Pool) as an option for a secure for wine storage. Single door access only and 18" thick walls. Building deemed suitable option by Board Members. PB Moved. All in favour. National Trust applying for Grant to get floor laid & electricity to the building. Rental fee minimal ca.100 per month. Museum wines to remain at Zema Estate. Combination of Mesh lined walls for individual bottle storage, and shelves (boxes) to be installed.	PB OJ PB	Wine stored currently at Zema Estate is to be moved after vintage 2020. Originally was targeting Sept 2018	Membership wines to remain at CV office until such time National Trust building refurb is complete. NT Waiting for Grant to progress
1.08.19 25.6.20	3.4 Branding Document Create a Branding Document how to guide for members knowledge of COONAWARRA \. Targeting a draft in May. PUT ON HOLD	OJ	ON HOLD	Put on hold. HE to follow up with ON.
24.1.19 28.2.19 27.06.19 28.08.19 26.09.19 31.10.19	3.5 Wattle Range Council Actions Discussed the priority needs of Coonawarra and suggested we request: <ul style="list-style-type: none"> \$15k Historical Signage \$10 Resurfacing of Siding 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.	PB	July	Signage to be finalised to deliver as funds have been received. Noted PB to lead and report in OJ's absence.

Date	Action Items	Person	Deadline	Status
28.11.19 23.01.19 27.2.19	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.			
21.5.20	PB to share details with HE for Member Update to be shared. CV to become primary conduit for Northern side of with WRC for Southern Bypass.			Member update required in conjunction with install. Await final details to communicate.
25.6.20	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. PW Emailed WRC Steve Chapple. Response received 6/7/20 advising that signs have been attended to Coonawarra Tourism entrance sign still requires to be cleaned.			Awaiting letter from WRC Peter Halton
23.7.20	PB Meet with Steve Chapple – council seeking directive which organisation to deal with on behalf of region. PB to request specs of proposed tables and chairs for siding land.			PW to email WRC acknowledging sign repair – but follow up of Coonawarra entrance sign clean.
27/8/20	Airstrip, approach WRC to withdraw Rates given community.			CV to continue to be the liaising partner for region
20.12.18 24.1.19	3.7 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.	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.
28.8.19 23.1.20 27.2.20				
27.06.19	3.8 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.	OJ J& BR	January 2021	Coonawarra confirmed need to defer to 2021 with options May, June or July 2021.
26.09.19	Provided an update following telephone discussion on 25.09 and need to choose month and proposed a dinner with live and online auction. Noted this is a separate PR opportunity for Coonawarra and potential to break into two sales. Coonawarra to confirm timeframe such as May.			Review the barrel series wines and agree approach.
31.10.19	OJ to confirm May / June preference and aim to have event prepared by January 2020.			
23.1.20 27.2.20	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.			

Date	Action Items	Person	Deadline	Status
21.5.20	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	3.9 CV Weather Station 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.	SM	July AGM	Assigning SM to review at July meeting with VOC re frost alert reliance prior to any disbanding.
26.6.20	Email to be sent to members to determine which members, if any, rely upon the existing weather station feature.	HE		Approach to be agreed by AGM.
23.7.20	Of 20 respondents 30% indicated desired access to maintain weather station access, all be it minimum use. Weather station alternatives to be sought for frost monitoring and weather data lead by Hans (VOC).			PMN: Email sent 29/6. Responses collated for review.
28/8/20	Board supportive to modernising weather data approach. Weather Station access will remain accessible to CV members via the member page on coonawarra.org until alternative method found.			
27.2.20	Prepare a Proposal for a Permanent Structure at Penola Racing Club.	PB	June	PB assigned. Noted not a CV immediate priority.
21.5.20	Update provided on basis of maintaining provision in Penola and further enhancing infrastructure in region.			
27.2.20 23.4.20 21.5.20	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.	HE	July	PMN: OJ has emailed Neil Power on 3/6 and will share status by 5/6. Updated due date to June accordingly.
26.6.20	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.			Programme has been put on hold. It will be restarted as these restrictions ease.
23.7.20 27/8/20	PB meeting with Minister Speirs in Naracoorte. Salinity Testing Protocol received. VOC to champion. Encourage members to submit samples.			PMN: HE emailed all CV Main contacts request samples be sent for analysis by end of Oct.

4. Finance

Finance Papers & Update – BR provided an update on current balances of accounts and referenced the Finance Reports dated 25 August 2020 (P&L, Aged Receivables, Aged Payables & Balance Sheet). P&L reflective of figures for new budget. 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.

New account has been opened to direct GST and PAYG funds, ensuring these funds are not exhausted and are set aside for tax time.

Outstanding/ Overdue Membership Fees It was agreed in July Meeting that member in question all meet payment terms by 30 Sept 2020 or face automatic cancellation of membership Letter issued, advising of board position with terms of offer sent via email and post 23.7.20. HE contacted member 25 August in final bid to seek commitment to membership for inclusion in LBB having received no form of payment towards outstanding fees. PB moved no response by COB 27 August to result in exclusion from publication. JB Seconded. All in favour.

Membership Discount As a result of enquiry from several members discussion raised to consider "discount" on member fees for 20/21 period. 25% reduction of 1 quarter fees. BR presented table of – as a gesture.

Motion by BR moved as a gesture of good faith to members, a 25% discount will be applied to 2nd Quarter fees, as a reflection of the current COVID climate. Seconded JB. All in Favour. BR/HE to prepare cover letter to accompany 2nd Quarter invoices.

BR Moved for Finance report to be accepted. TG accepted.

(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.

4.1 Grants Update – Provided an update as follows.

- **Mixed Dozen Project – ON HOLD.** has 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. PMN: There has been endeavours to have the international marketing redirected to domestic 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)** Made with Moxie (MwM) engaged to commence Ecommerce set up.
- **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.
- 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. Marketing plan for CCC October complete week ending 5 June 2020 to submit to SATC.
- 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 SAWIA Exec. Report presented to board. Accepted. No further discussion.

5.2 Community Solar Project - P4B Solar & Energy Solutions - Planning to submit grant for feasibility study for community solar project in Coonawarra. Have hosted initial discussions with HE, Brett Sharpe and Hans Loder. Lease arrangement, requires landholders to make land available. SAWIA supportive the proposal concept, with significant benefit envisaged. Board discussion opposed to getting involved in the commercial arrangements of this and other solar company's. Viewed as conflict. Their Grant Submission also draws from funding otherwise available to regional/small business. BR moved HE send proposal email out to membership with interested parties to contact P4B Solar directly. PW seconded. All in favour.

5.3 IT TRDS – CV experiencing outlook issues. CL unable to send emails and Onedrive not syncing. TDRS have proposed centralised solution at minimal fee. DNS hosting \$10/month. Board Approved

- 5.4 Riddoch Business Community Association:
CV yet to receive bill for RBCA. CV and RBCA should complement one another but not be confused when it comes to council correspondence and issues. CV Supportive of RBCA endeavours. CV attracting visitors to region. JB Move for CV to not renew membership. BR Seconded. All in favour that Individual Coonawarra companies can shall be encouraged to enter into RBCA membership supplementary to CV membership.
6. **Brand Reference Committee (formerly Marketing Committee)**
- 6.1 **Update** Last 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**
- VOC Update** – SM provided update on meeting held 7th July. Prof. Stephen Tyerman gave a 15-minute presentation via Zoom on Berry Shrivel & the work being undertaken by Adelaide University. Resolved that there is capacity to broaden their work to the Coonawarra region but would require assistance with funding travel and accommodation. VOC Chair to liaise with Vinay Pagay and Stephen Tyerman to share travel arrangements. Consideration to be given for Berry shrivel trial to move to Rootstock trial site. Discussed with Rootstock trial stakeholders on 15th July. See. 7.7
- 7.1 **Water** – PB noted need to monitor for industry pressures in particular from forestry. Ongoing.
Study opportunity for drainage systems. Water credits could be distrusted to all existing water users. Better understanding of how trees are using water.
Salinity Analysis: Coonawarra specific protocol document received by Neil Power 13/8/20. HE shared with members, encouraging irrigators to submit samples. 2 to 5 wells to be sampled each year, twice a year, to establish a reliable salinity trend over time.
- 7.2 **Fracking** – No further information.
- 7.3 **BioSecurity** – State govt reviewing all biosecurity in the state. Phylloxera ACT removed.
- 7.4 **Climate Change** – WA Atlas report released – 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. Wine Australia hosting dedicated regional webinars. Limestone Coast/Coonawarra Sept 9th. Members encouraged to register. Proposed CV document to be produced on Coonawarra position on Climate Change focusing on positive actions. BH to liaise with VOC to gather info.
- 7.5 **Outbreak Management Plan** – Last edition dated 2013. SM to review and update.
- 7.6 **Rootstock trial** - Meeting with Trial partners held 15th July at Padthaway Estate. PB confirmed Vinehealth Australia happy to continue to contribute funding ongoing and TWE continue with trial site. Berry shrivel trial to move to rootstock trial site in 2022. Grass roots funding. \$15K endeavour funding remains. Earmarked to go into rootstock trial.
- 7.7 **Berry Shrivel** – Currently on hold and over 12 months plan the next project to recommence Vintage 2022 for multiple years. Project funding ceased for 20/21. Initial findings but still a body of work to be undertaken. SM to investigate circumstances surrounding withdrawal of funds towards this project
- 7.8 **Coonawarra Biodiversity Enhancement Project**- CV contributing \$3k that has been paid to EcoVineyards. This is committed for next financial year 2020/21. Mary Retallick convening a meeting of participants later in the year (Sept/Oct).
- 7.9 **Coonawarra Clone** – Chris Brodie has requested idea for a Coonawarra. VOC exploring options.
8. **Industry Engagement**
- 8.1 HE 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. CV Regional Report to be submitted to regional exec rep before being presented for inclusion in regional.
 - Australian Grape & Wine – Zoom call Tuesday 22 July 2020. Decision of the mandatory pregnancy warning label discussed. The desired outcome was not achieved. After such a huge collective effort from members, state and regional associations and individual producers, this is a bitterly disappointing outcome Good discussion of current issues -Vic tightened restrictions. Attention directed to support to alleviate COVID-19 impacts.
 - Wine Australia- Climate Atlas released. Wine Australia hosting dedicated regional webinars. Limestone Coast/Coonawarra Sept 9th. Members encouraged to register. Michelle Allen – appointed Chair of WA. Cellar Door Grants – are being adjusted. Eligibility criteria still being confirmed. Wine Australia is working with the Australian Tourism Data Warehouse (ATDW) to build wine related functionality in the existing ATDW platform to help wine businesses more effectively promote cellar doors and experiences online. Associations encouraged to become Distributors with 2020 fee n/a.
 - 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>
 - WGCSA – Eco-vineyards continuing with \$3k commitment to trial sites in Coonawarra and workshop to be held in May deferred due to COVID-19. New field session date confirmed. 29 October

9. CV Executive Officer Activity Report

9.1 EO Verbal Update.

9.2 Cellar Door Event Committee Met on 19 August 2020. Agreed to hold off on CCC programme print til September – assessing COVID situation. Promotions for CCC events commencing from September.

9.3 Cup Committee. Minutes of meeting held on 20 August 2020 attached. Committee agreed that CV marquee event would not proceed, withdrawing proposal to host scaled back/ low cost event with heavily restricted numbers. CV Members encouraged to support the race day and to consider attending GA. HE to send email to sponsors, suppliers and members advising of decision following board meeting. Subsequent email to CV Members Wineries seeking race name sponsors @ \$750.00 including 10 GA tickets.

9.4 Roadshow Committee – Event cancelled and communicated.

9.5 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. NO FURTHER DISCUSSION

9.6 Resourcing – HE working remotely on Mondays. Office hours to remain the same (Tuesday – Thursday), with Monday to be worked remotely. OJ's on Mat. Leave. 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.

9.7 Halliday Australian Cabernet Wine Challenge– 7,8+9 September. HE liaising with Yarra Valley and Margaret River Associations to coordinate. Yarra Valley forced to withdraw from Judging due to COVID. Judging now to take place over 3 days, rather than two. Coonawarra Judges Confirmed – Pete Bissel (Panel Chair), Jane Ferarri & Andrew Hardy. Associate Judges – Matilda Innes & Lauren Hansen. PW Acting as Chief Steward with Brands Laira accepting and redirecting wine deliveries to WA. Set up at Coonawarra Hall. Friday 4th September. CV Member volunteers confirmed for stewarding roles and to assist with set up.

9.8 Ecommerce Project – 22 CV P&E Members committed to supply up to 3 wines for consideration of inclusion in CV determined mixed packs. Participation list supplied to Board. HE Consolidating wines for packaging into various themed 6 and 12 pack mixed offerings. Tender for member wineries to offer fulfilment services to be sent to those who indicated their willingness to assist with criteria to be met such as: Australia Post account holder, sufficient storage and sorting space, and staff availability to undertake packaging activities.. Jack Estate & Raidis Estate considered most likely contenders.

Insurance process to be considered – self-insure or Aust. Post. Agreement document with Ts&Cs to outline fulfilment operation, expectation, data management and confidentiality to be developed by HE with assistance by LT.

LT to seek quote for suitable packaging.

10. Welfare, Health and Safety (WHS)

10.1 Update : HE and CL working from office from Tuesday to Thursday. HE working Mondays remotely. Meeting of more than 4 ppl to be held external to office or via Zoom.

10.2 Risk Planning – Budget and Workplan to follow.

11. Membership

11.1 Membership update –

All existing members confirmed as maintaining membership for 20/21 period. 2nd Quarter discount to be applied as per 4. Finance discussion.

12. New Business

12.1 Association News to Media released shared with Naracoorte community news. CV to support as member for minimal annual fee.

12.2 Upcoming AGM- consideration to be given for positions on the board.

Meeting Closed 10:21am

Next Meeting – Thursday 24 September 2020, 8.30am, Brand's Laira Meeting Room.