



**WASHINGTON BEER COMMISSION: Meeting Minutes**

03.18.2011 / 5:30 PM / Elysian Brewing, Seattle, WA

Attendees: Doug Hindman (Secr., Elliott Bay), Jason Kelley (Dept. of Ag.), Matt Lincecum (Fremont), Greg Parker (Iron Horse), Janelle Pritchard (Treas.), Eric Radovich (ED), Allen Rhoades (Chair, Anacortes)

-I. MINUTES: minutes from the 01.11.11 meeting were approved w/o amendments

-II. SUB-COMMITTEE PROCEDURAL HANDBOOK POLICY

- Proxy provision suggested for voting
- sub-Committees spending should be capped at budget limits established by Commissioners
- Relationship between ED and sub-Committees
  - ED assignment: clearly spell out sub-Committee roles in order to ensure smooth transition in the event of staff and/or sub-Committee member turn-over.
  - refine understanding of “closed” session in order to comply w/ state rules (some options are available, but need to be clearly articulated in the Policies Handbook)
  - launch handbook policy document and establish protocol for revision
  - discussion + potential approval of HANDBOOK version 2 is goal for May 2011 meeting

III. TREASURER REPORT - Discussion of sponsorship was taken up regarding new/allied/festival sponsors

- 2011 BELGIANFEST net profit = \$5,700 vs. \$3,800 in 2010
- Keep Banner Bank account open for time being

IV. FESTIVAL/MARKETING COMMITTEE (Eric R. = lead discussion)

- February Open House was successful; looking to expand + increase promotion in 2012
- Bremerton festival will be limited to a one day event
- Cask Festival : 36 breweries set to participate
- Festival Committee: volunteer changes (Heather McClung stepping down; Rick Starr > Mkt. Comm.)
- Festival Committee is asked to articulate its mission and goals
- Particulars of Belgainfest were reviewed. Final numbers still coming in; profit looks improved

V. MISC / NEW BUSINESS

- Commission office will move during late March/early April.
- New address = 1501 North 200th Street, Suite 111, Shoreline, WA 98133

MEETING CLOSED: 7:00 pm

NEXT MEETING : May 10, 2011; 5:30 PM; Redhook Brewing, Woodinville

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*Minutes recorded by Doug Hindman, Commission Secretary*