

**WINE GROWERS BRITISH COLUMBIA**  
**BC WINE INDUSTRY RECOGNITION AWARDS TASK GROUP TERMS OF REFERENCE**  
**NOVEMBER 2024**



## **TYPE**

The BC Wine Industry Recognition Awards Task Group is an ad hoc operational task group composed of Members at Large.

## **PURPOSE**

The purpose of the BC Wine Industry Recognition Awards Task Group is to work in conjunction with WGBC to facilitate the nominations and selection of the three annual award categories.

## **ROLES & RESPONSIBILITIES**

- Work with WGBC to update the awards criteria and ensure a fair nomination and voting process for the three awards:
  - i. Leadership Excellence
  - ii. Ultimate BC Wine Ambassador
  - iii. Master Marketer
- Thoroughly review nominations and vote fairly and equitably on the best nominee for each category to determine the winner.
- Ensure confidentiality of the awards until they are distributed.

## **CHAIR**

- The Chair is the WGBC Communications Director.

## **ROLE & RESPONSIBILITIES OF THE CHAIR**

- The Chair ensures that work is undertaken in a manner consistent with the organizational direction approved by the Board of Directors.
  - i. Focus meeting to legitimate business.
  - ii. Ensure deliberation is fair, open and thorough, but also efficient, timely, and orderly.
  - iii. Empowered to Chair meetings with all the commonly accepted power of that position (e.g. ruling, recognizing).
- The Chair reports to the President & CEO who will update the Board of Directors on committee proceedings.

## **COMPOSITION AND CONDUCT**

- The Chair appoints members from the membership annually according to experience and interest in the roles and responsibilities of the task group.
- There shall be a minimum of six committee members, which can include Board of Directors, Members at Large and Industry representatives (i.e. past awards recipients, Destination BC representative, BC Wine Grape Council representative).
- The Board of Directors and Chair shall make best efforts to ensure diverse regional and size category representation.
- Membership is voluntary.
- Members are to act in the best interest of WGBC members and are required to sign (annually) and comply with the Board of Directors approved Code of Conduct.
- Any member missing two meetings without advising WGBC will be asked to step down.

## **MEMBERSHIP**

The BC Wine Industry Recognition Awards Task Group is comprised of:

- Kim Lawton, Fort Berens Estate Winery
- Karen Homes, Destination BC
- Kathryn Fedoruk, Volcanic Hills Winery
- Laurie Barnes, Poplar Grove Winery
- Chris Turyk, Unsworth Vineyards
- Kim Pasquali, Mission Hill Family Estate Winery
- Serena Schlueter, Arterra Wines Canada
- Tim Pawsey, Hired Belly (past recipient)
- Kate Durisek, BCWGC
- Jennifer Busmann, Oliver Osoyoos Wine Country Association
- Laura Kittmer, WGBC Communications Director

## **MEETINGS**

- Meetings will be held (in person or virtually) when called by the Chair.
- Meeting quorum: Majority.
- The meeting agenda will be set by the Chair, with input from President/CEO, and provided to members in advance of the meeting. Agenda topics will relate only to business of the Committee and its specified goals and deliverables.
- Meeting minutes are to be circulated to Committee members and kept confidential due to the nature of the awards.

## **DECISION MAKING & REPORTING**

- The standing operational task group has the authority to cast their votes for the nominees and determine winners of each category.

- Any member with a potential conflict of interest shall declare such conflict when they are appointed or at the start of any meeting at which they may be conflicted for a topic for discussion.
- Decisions are to be made by majority vote.
- Recommendations to Board of Directors through Chair.
- Reports to Board of Directors through Chair following each meeting.

## **RESOURCES**

- Staff resources will be provided through the President and CEO.
- Members are responsible for their own expenses in relation to participating.

**Terms of Reference Monitoring: Annually in September**