

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 review and update, if necessary, 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 task group members, which can include Board of Directors, members at large and industry representatives (i.e. past awards recipients, Destination BC representative, Industry Association 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 the broader industry.
- 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:

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

MEETINGS

- Meetings will be held, either in person or virtually, at the call of the Chair (typically three to four times per year).
- 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.

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