



**Viticulture & Winery Technology Foundation**  
**Auxiliary Organization Annual Report**  
**2024/2025**

**November 10, 2025**





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# Viticulture & Winery Technology Foundation

## Auxiliary Organization Annual Report

2024/2025

A report to the Board of Directors of the Viticulture & Winery Technology Foundation (VWTF) and the Superintendent/President of Napa Valley Community College District.

### VWTF Board of Directors

|                           |                                                          |
|---------------------------|----------------------------------------------------------|
| James Reeves, Chair       | NVC Assistant Superintendent/VP Admin Services           |
| Molly Hodgins, Vice Chair | NVC Program Coordinator, Viticulture & Winery Technology |
| David Prince, Treasurer   | NVC Accounting Manager                                   |
| Rafael Rios, Director     | NVC Governing Board Trustee                              |
| Paul Wagner, Director     | NVC Professor, Winemaking                                |
| Tony Baldini, Director    | Community Member, President, Trefethen Family Vineyards  |

### Introduction

The operation of the commercial winery is an indispensable educational and advancement tool, providing a hands-on, revenue-generating laboratory for students to acquire real-world business and technical skills in the predominant industry in the District.

VWTF was established as an auxiliary organization on 12/8/05 at the recommendation of then President Christopher McCarthy to facilitate commercial operations and licensing.

### Purpose of the Annual Report

This report will describe Viticulture & Winery Technology Foundation operations and finances, as required by Board Policy and Administrative Procedures. The report shall include, but is not limited to:

- All financial statements required to be filed with the California Community Colleges Chancellor's Office
- A comparison of budgeted and actual expenditures ([Appendix A](#))
- A description of major accomplishments of the organization
- A description of improvements proposed for the operation of the organization.

## Why an Auxiliary Services Organization?

- To provide the fiscal means and the management procedures that allow the District to carry on educationally related activities not normally funded by State apportionment.
- To eliminate the undue difficulty that would otherwise arise under the usual governmental budgetary, purchasing and other fiscal controls except as expressly prohibited by the Education Code or Title 5, or the District's procedures; or
- To provide fiscal procedures and management systems that allow effective coordination of the auxiliary activities with the District in accordance with sound business practices.
- To be a highly visible conduit for individuals or entities to direct resources in a way that ensures donor intentions are fulfilled.

## Recognized Services, Programs, & Functions for Community College Auxiliary Organizations

Auxiliary organizations may be recognized and established by the Board of Trustees to perform services, programs and functions which are an integral part of the community college educational programs.

The following supportive services and specified programs have been determined to be appropriate and those undertaken by VWTF are **highlighted**:

- |                                                   |                                                                                             |
|---------------------------------------------------|---------------------------------------------------------------------------------------------|
| • Student association or organization activities. | • Supplementary health services.                                                            |
| • Bookstores.                                     | • Gifts, bequests, devises, endowments, and trusts;                                         |
| • <b>Food and campus services.</b>                | • <b>Public relations programs and activities to build public support for the District.</b> |
| • Student union programs;                         | • Workshops, conferences, institutes and federal and specially funded projects.             |
| • Facilities and equipment, including parking.    |                                                                                             |
| • Loans, scholarships, grants-in-aid.             |                                                                                             |
| • Alumni activities.                              |                                                                                             |



## **Overview**

The Viticulture & Winery Technology Foundation (VWTF) is an auxiliary organization that provides crucial Food and Campus Services to the Napa Valley Community College District, primarily related to the instructional program's commercial winery operations. Crucially, the VWTF also functions as an advancement tool for the District by generating revenue to support the instructional program and enhancing the college's reputation within the wine industry.

## **Core Functions & Advancement**

VWTF is directly responsible for maintaining full legal and regulatory compliance for the production and sale of wine made by the instructional program.:

### **Licensing and Permitting with State and Federal Agencies.**

Tax compliance, including the payment of state excise and sales taxes, as well as federal excise taxes (for which the winery qualifies for the small producers tax credit).

The winery, through VWTF, holds essential permits with the Alcohol and Tobacco Tax and Trade Bureau (TTB) and the California Department of Alcohol Beverage Control (ABC), in addition to required local permits and licenses from Napa County.

## **Industry Support & Operations**

Beyond compliance, VWTF provides industry-specific marketing and public relations services uniquely focused on the major business sector of viticulture and wine in the District and surrounding counties. This activity strategically advances the college's visibility and positions it as a leader in VWT education, directly benefiting student recruitment and industry partnerships.

## **The Winery Team**

Under the leadership of Dean Doug Marriott, Winery and Vineyard Operations are managed collaboratively by Enoch Shully, Hospitality, Wine, and Food Operations Manager, and Program Coordinator Molly Hodgins. Ms. Hodgins' team includes Instructor Dave Nakaji, Instructional Assistants Oscar Navarro and Ted Faraud, and students enrolled in VWT courses.

## **Governance and Oversight**

VWTF's auxiliary operations for services and promotion are led by Executive Director Carollee Cattolica, Director of Enterprise & Auxiliary Services. These operations are also overseen by a dedicated Board of Directors. The Board provides public funds and compliance oversight and includes community members, college faculty and administrators, and a member of the NVC Governing Board.

### **A bit of history...**

Management of the VWTF was included in a reorganization of the Office of Institutional Advancement in Spring 2016. Under that reorganization, VWTF joined the District Auxiliary Services Foundation (DAS) under the advancement umbrella. The two auxiliary foundations, both of which provide promotional programs for the District, share fundamental policies, procedures, and organizational structure, as well as business and communications needs.

In addition to improving the organizational structure of VWTF, the reorganization brought together entrepreneurial programs of the District with the functions of marketing, communications, and advancement.

Due to growth in auxiliary services, the Office of Institutional Advancement was further reorganized in 2019 to create two partner departments - Public Affairs & Communications and Enterprise & Auxiliary Services. The Public Information Officer assumed responsibility for institutional marketing and communications while auxiliary services, including the VWTF, collaborated on co-curricular and ancillary program promotion.



### **Major Accomplishments – 2024/2025**

- Welcomed new community and industry representative Board Member Tony Baldini.
- Winery Operations Manager Enoch Shully created an industry aligned Production/Winery Plan that was reviewed and approved by the VWTF Board to help advance both the program and the winery.
- Maintained and promoted NVC Winery Wine Club with two membership levels to generate revenue and promote the instructional program.

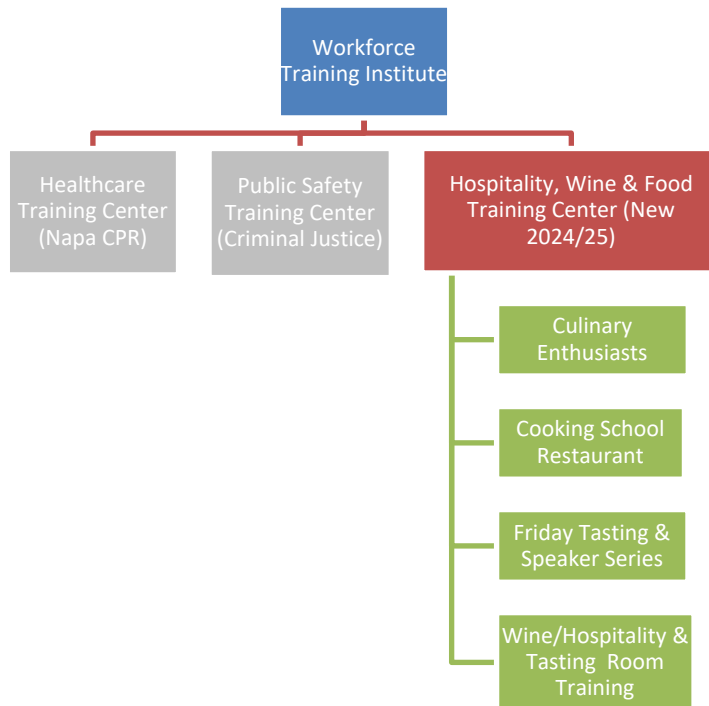
- Worked to help with opening and operation of the Wine Spectator Wine Education Center for Fall 2025. Worked closely with NVC Foundation to ensure funding and advancement of Phase II of WEC project.
- Participated in several community college and industry wine events including the United Symposium and the Allen Hancock College Wine Festival.
- Maintained Winery newsletter to promote winery and NVC VWT Program.
- Continued maintenance and improvements to the compliance calendar.
- Hired Dr. David Nakaji, a respected and experienced wine maker to serve as the NVC VWT Winery Production Manager and teach operations classes to better align to industry standards.
- Worked to reformat the footprint of the winery to make it more accessible and aligned with industry standards.
- Partnered with the Napa Valley Farmworkers to train vineyard workers in Welding in Spanish.
- Partnered with multiple vineyard and wineries to procure Napa Valley grapes for program through donations.
- Leveraged both Foundation funds and Strong Workforce Funds to replant 50% of the Napa Valley College vineyard under the leadership and direction of Program Coordinator Molly Hodgins.
- NVC Assistant Winemaker, Oscar Navarro, was featured by the Napa Valley Grapegrowers on a promotional video for their annual event, STOMP, to promote the industry and college program advancement.
- Friday Night Wine Tastings were established in Fall 2024 and incorporated into a fee for service model for students, alumni, and community members. The series is organized under the Workforce Training Institute in DAS and have featured renowned wine makers from Napa as well as internationally.
- The Friday night tasting series led to an MOU and cost sharing agreement with Women for Wine Sense to highlight women winemakers for program year 2025/2026.

#### 24/25 Friday Night Tasting series

1496 registrations were accepted from 480 students over the course of 32 weekly sessions. The program initiated minimal ticket pricing in January 2025 and grossed \$14,192 last fiscal year.

## Overview of Workforce Training Centers - Hospitality, Wine & Food Training Center

Community service and other co-curricular offerings of the NVC Teaching Winery & Vineyard are organized under a new training center that is housed as a program of the District Auxiliary Services Foundation.



## Proposed Improvements – 2025/2026 Project Status Updates:

| Initiative                                                 | Status    | Notes                                                                                                                            |
|------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------|
| Wine Club – Fall, Spring, Summer Releases and outreach     | Underway  | Limited inventory                                                                                                                |
| Wine Club – Membership campaign                            | Scheduled | To fill a small number of available memberships                                                                                  |
| Strategic & Master Planning – Production, Sales, Marketing | Underway  | Review and revise 2018 Winery Marketing Plan. Requested by Board Chair Nov 2022. Production and Winery Operations Plan Complete. |

|                                                                                                                                                            |                                                                                                            |                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Pilot additional courses and other educational activities in newly established Hospitality Training Center and in the new Wine Education Center facilities | Underway                                                                                                   | One of three training centers in the Workforce Training Institute (DAS). |
| Direct Sales: PAC and other Events, sale by the glass/bottle                                                                                               | Under Review                                                                                               | Limited inventory. Staffing and ROI under review.                        |
| Wine Spectator Wine Education Center – Phase 2 of the NVCF capital campaign                                                                                | Campaign underway in collaboration with NVC Foundation. Construction underway.                             | Marketing plan alignment with NVCF, District, and HCTM under review.     |
| Evaluate and replace tanks.                                                                                                                                | Partnership with La Garda in development.                                                                  | Additional tank storage planned.                                         |
| Re-establish wholesale accounts and community presence                                                                                                     | NVC wines now available in Compline Restaurant, Goose & Gander restaurant, and Outer Space Wines wineshop. | More to come!                                                            |
| Re-establish vendor partnerships for in-kind support of the winery.                                                                                        | Conversations underway with Cooperage 1812 and other historical commercial supporters.                     |                                                                          |

### Use of Facilities & Services

VWTF activities to promote the District, administer the sale of wine, and maintain wine production/sales compliance have a negligible impact on District facilities and services. The auxiliary provides significant value to the District in the administration of promotional programs related to the VWT program and institution. Benefit to the District, in the form of revenue from sales, increased visibility in the wine industry and community-wide, and compliance management, is in excess of potential rent and cost for services to the auxiliary. There are no District facilities made unavailable to instructional or other use by activities of the VWTF. Instructional facilities and activities are only enhanced by the Foundation's services to the District.

# APPENDIX A – Financial Report of Budget to Actuals

## NAPA VALLEY COLLEGE VITICULTURE and WINERY TECHNOLOGY FOUNDATION INCOME STATEMENT

PRELIMINARY - Comparison of Prior and Current Fiscal Years - as of Period 12

|    | A                                    | B                                                                     | C                                                               | D                                                                             | E                            |
|----|--------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------|
|    |                                      | AUDITED<br>FISCAL YEAR 2023 - 12 MOS<br>July 1, 2022 to June 30, 2023 | AUDITED<br>PRIOR YEAR - 12 MOS<br>July 1, 2023 to June 30, 2024 | PRELIMINARY CLOSING<br>CURRENT YEAR - 12 MOS<br>July 1, 2024 to June 30, 2025 | 12 Month<br>BUDGET<br>FY2025 |
| 1  | <b>BEGINNING FUND BALANCE</b>        | 289,875.10                                                            | 276,792.06                                                      | 273,827.94                                                                    | 273,827.94                   |
| 2  | <b>REVENUE</b>                       |                                                                       |                                                                 |                                                                               |                              |
| 3  | Sales-Wine Retail                    | 21,673.90                                                             | 17,792.51                                                       | 28,046.50                                                                     | 10,000.00                    |
| 4  | Sales-Wine Bulk                      | 8,700.00                                                              | -                                                               | 3,520.00                                                                      | -                            |
| 5  | Sales-Wine Wholesale                 | 2,538.00                                                              | -                                                               | -                                                                             | -                            |
| 6  | Sales-Wine Retail - Out of State     | 165.00                                                                | -                                                               | -                                                                             | -                            |
|    | Interest Income                      | 2.88                                                                  | -                                                               | -                                                                             | -                            |
| 7  | <b>TOTAL REVENUE</b>                 | 33,079.78                                                             | 17,792.51                                                       | 31,566.50                                                                     | 10,000.00                    |
| 8  | <b>EXPENDITURES</b>                  |                                                                       |                                                                 |                                                                               |                              |
| 9  | Salaries                             | 8,467.00                                                              | 12,748.00                                                       | 13,184.25                                                                     | 7,500.00                     |
| 10 | Employee Benefits                    | 715.12                                                                | 1,001.39                                                        | 1,042.89                                                                      | -                            |
| 11 | Consultants/Program Advisors         | 2,777.55                                                              | -                                                               | -                                                                             | 6,363.00                     |
| 12 | Office & Other Supplies              | 16,434.46                                                             | (2,696.56)                                                      | (18,864.87)                                                                   | 100.00                       |
| 13 | Other Personal Services              | -                                                                     | -                                                               | -                                                                             | 82.00                        |
| 14 | Dues & Memberships                   | 1,587.00                                                              | -                                                               | 4,197.00                                                                      | 900.00                       |
| 15 | Licenses & Permits                   | 2,083.82                                                              | 1,572.06                                                        | 825.71                                                                        | 900.00                       |
| 16 | Computer Software/License            | 611.00                                                                | 259.98                                                          | 172.80                                                                        | 500.00                       |
| 17 | Property & Liability Insurance       | 835.00                                                                | 576.00                                                          | -                                                                             | 300.00                       |
| 18 | Audit Expenses                       | 6,349.26                                                              | 3,551.07                                                        | 6,655.50                                                                      | 5,800.00                     |
| 19 | Bank Charges                         | 2,863.08                                                              | 835.07                                                          | 1,401.04                                                                      | 2,000.00                     |
| 20 | Other Mailing Expenses               | -                                                                     | -                                                               | -                                                                             | 450.00                       |
| 21 | Promotional Items                    | 652.72                                                                | 2,589.47                                                        | 1,513.92                                                                      | -                            |
| 22 | Discounts Given                      | 2,497.45                                                              | 317.00                                                          | 458.81                                                                        | 1,200.00                     |
| 23 | Other Misc Expenses                  | 489.36                                                                | 3.15                                                            | 43.15                                                                         | -                            |
| 24 | <b>TOTAL EXPENDITURES</b>            | (46,162.82)                                                           | (20,756.63)                                                     | (10,630.20)                                                                   | (26,095.00)                  |
| 25 | <b>OPERATING SURPLUS / (DEFICIT)</b> | (13,083.04)                                                           | (2,964.12)                                                      | 20,936.30                                                                     | (16,095.00)                  |
| 26 | <b>ENDING FUND BALANCE</b>           | 276,792.06                                                            | 273,827.94                                                      | 294,764.24                                                                    | 257,732.94                   |

VWTF - FY25 - 063025- Financials

8/19/2025