

Minutes

Board of Directors Meeting Brunswick County ABC Board

Date: Tuesday May 16, 2017

Time: 5:00 PM

Location: Brunswick County ABC Board

Present: Mitchell Williams, Chairman
Buster Dowless, Member
Angela Boone, General Manager

Call to order: at 5:00 PM by Member, Mitchell Williams

I. Reading and Approval of Minutes: Minutes of the April 19, 2017 Board meeting accepted as previously published approved by unanimous consent.

II. Business Discussion and Action Taken:

Board requested that the original contract between Brunswick County ABC and 2 Architecture be available this was presented at the April Meeting.

Jimmy Powell was contacted, the appraisal was done on Thursday April 20th.

GM will be leaving on May 17th for vacation. Staff is in place to accommodate the week of my leaving. Both store managers are aware of what needs to be done and how to run things.

Inventory is being done on May 22nd and 23rd for store #1.

Inventory for store #2 resulted in an adjustment of -5 bottles, net adjustment amount of -\$48.74.

The season is kicking off to a great start. Sales are up by 10% from this time last month.

Board requested that GM email copy of 2 Architecture's contract to Phil Norris for his review. This was emailed on April 20th.

Board voted and approved the renewal of the Board's Group Insurance.

After Ms Hardy called Mr Williams on May 2nd and told him that the County had accepted the project, GM called Frank Williams and Phil Norris as per Mr Williams request and informed them that the project was approved.

Frank Williams asked the GM to email the board members and ask the question "what question would you have for Frank when he comes to the meeting?"

GM presents the annual proposed budget and budget message to the board for consideration. A 3.9% increase is included in the proposed budget. A public hearing for the June meeting will need to be scheduled. June's board meeting is scheduled for June 21st. A copy of the proposed budget will be sent to the commission on or before June 1st pending the board's approval.

The NC Association of ABC Boards Annual Conference will be held on August 6-7-8, 2017 at the Sheraton Greensboro at Four Seasons Hotel.

GM received in the mail a letter from the county that enclosed an Addendum to amend the distributions agreement with the County. As such Addendum is attached.

GM is predicting a very busy Memorial Day weekend. In preparation stock levels are up accordingly, personnel is scheduled to cover the weekend.

Staff started having issues with the safe. GM got a lock smith to come out and service the safe. The combination was off by one number. Cost to have safe serviced was \$160.11.

GM received the appraisal on our current building. The Market Value of the building is valued at \$260,000. The market term with this value is four months.

Pursuant to Section 32 of the Brunswick County ABC Board Policy Manual, and upon motion by Mr Williams, the Board approved a 5,000.00 pay increase for the General Manager effective 5/17/17, with an annual review in January.

III. Financials

As of May 2nd, the bank balance was \$219,585.22
IDA has a balance of \$250,053.64

Sales have increased by 10% from last year.
\$259,619.85 in 2017
\$235,949.83 in 2016
\$23,670.02 increase

Excise taxes for April paid May 1st were \$59,329.00.

Receipts were \$129,993.15 for a total of 1454 cases.

Truck Deliveries

Store #1	4/3/17	39,947.03	446
Store #2	4/13/17	54,226.08	602
Store #1	4/17/17	32,317.38	386
Add-On	4/25/17	3,416.50	20

Board Financial Report is attached.

PHYSICAL INVENTORY STORE #1

Physical inventory for store #1, 17th
Total net adjustments were bottles
Total cost to the Board.

PHYSICAL INVENTORY STORE #2

Physical inventory for store #2, 8th
Total net adjustments were -5 bottles
Total adjustment of -48.74 to the Board.

Adjournment:

Next meeting is scheduled for June 21st, 2017 at 5:00pm.

There being no further business, Mr Dowless declared the meeting adjourned Mr Williams seconded.

Meeting adjourned at 5:25 PM

Respectfully submitted,

Angela Boone

Angela Boone, General Manager