

Minutes

Board of Directors Meeting Brunswick County ABC Board

Date: Wednesday January 16, 2019

Time: 5:00 PM

Location: Brunswick County ABC Board

Present: Mitchell Williams, Chairman
Al Beatty, Member
John Dowless, Member
Angela Boone, General Manager

Attendee: Polly Barefoot, Attorney at Law

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

I. Reading and Approval of Minutes: Minutes of the December 19, 2018. Board meeting accepted as previously published approved by unanimous consent.

II. Business Discussion and Action Taken:

Poli Barefoot attended the board meeting, board voted and approved that Mr Barefoot be retained as the board's attorney. Mr Barefoot accepted.

After a discussion with Frank it was determined that employee parking and parking for the company van needed to be determined. Board decided to have employees park at the latter end of lot and have Frank put a location for company van at loading dock.

Frank and Jason from Protection One has finalized the Security for the new store.

Sales for the month of December are up approximately 14% over last year.

The hot water heater has been purchased. Installment is going to be done in the next couple of days.

We had an employee that surpassed a one-year anniversary. In consideration, it is recommended that the board look at his performance and re-evaluate and reconsider his salary. In doing so the board voted and approved a \$1.00 raise.

Copies of all contracts and correspondents have been forwarded to Mr Barefoot for his review. Mr Barefoot will be attending the meeting for updates and review.

Board discussed the county audit and after follow-up with the CPA and GM said that inventory discrepancies and the inability to balance figures were the cause of the tardiness. Board has come to the consensus that in 2019 the audit will be available on time.

After voting to retain Mr Barefoot as the board's attorney, it was explained to him the history of Brunswick County ABC as well as the other Municipalities. Mr Barefoot was unaware of the seven-mile rule.

Mr Barefoot and GM had a meeting on December 27th. In the meeting contracts, plan drawing, previous payments and county agreement were reviewed as well as pre-qualification bidder policy.

Mr Barefoot has forwarded two documentations to GM for review, GS 143.129 Procedures for Letting of Public Contracts and Basic Legal Requirements for Construction Contracting with NC Local Governments.

As time for the board to re-evaluate the GM and consider salary requirements for 2019, board voted for a COL increase of 3% and a \$1,000 bonus.

III. Financials

As of January 9th, the bank balance was \$613,355.86
IDA has a balance of \$183,480.32

Sales have increased by 14% from last year.

\$292,695.60 in 2018

\$256,752.50 in 2017

\$35,943.10 increase

Excise taxes for December paid January 4th were \$65,286.00.

Receipts were \$120,733.70 for a total of 1,359 cases.

Truck Deliveries

Store #1	12/3/18	32,301.70	367
Store #1	12/17/18	38,223.76	469
Store #2	12/14/18	50,208.24	523

Board Financial Report are attached.

PHYSICAL INVENTORY STORE #1

Total net adjustments were +3 bottles

Total adjustment of +28.74 to the Board.

PHYSICAL INVENTORY STORE #2

Total net adjustments were +20 bottles

Total adjustment of +89.71 to the Board.

Adjournment:

Next meeting is scheduled for February 20, 2019 at 5:00pm.

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

Meeting adjourned at 6:01 PM

Respectfully submitted,

Angela Boone

Angela Boone, General Manager