

## Minutes

### Board of Directors Meeting Brunswick County ABC Board

The Brunswick County ABC Board met on Wednesday, September 18, 2019 at 5:00 PM at the office located at 2567 Holden Beach Road, SW, Supply, NC.

Present were Chair Mitchell Williams, Board Member Al Beatty, Board Member Buster Dowless and General Manager Angela Boone (GM). A quorum being present, the Chair called the meeting to order for the transactions of business and business transacted as follows:

The Chair inquired as to any known conflict of interest, appearance of a conflict of interest, or objections concerning agenda items before the Board; after Board member(s) voiced having no conflict, and there being no objection, the agenda was adopted.

The Board reviewed and there being no objection, approved the minutes of the September 18, 2019 board meeting.

The Board heard concerns and issues with the Air Conditioner (AC) at Store #1, Holden Beach. The AC needed to be replaced. GM received several quotes, and choose to have R.B. Barkley of Whiteville replace the unit on Sunday, September 22<sup>nd</sup>. The old unit was replaced with a Luxaire 5-ton unit. Both the inside and outside units were replaced.

GM informed the Board about counterfeit currency that was accepted by a clerk at store #1. GM reported the incident to Brunswick County Sheriff Dept. GM was informed such currency is circulating and to be more aware.

GM presented a quoted to the Board for new POS/Back Office Inventory software. After a discussion of multiple issues with the current POS vendors software, the board voted and approved the quote from Steven Gaskins Consulting for the upgrade with a cost of \$5,778.00. Gaskins also has agreed to honor the remaining five months of maintenance from the current vendor.

A worker's comp claim was filed for an employee at store #2. The Board heard that an employee stepped on a nail, then broke a toe. The employee received medical attention from Novant Health Oceanside Family Medicine and Convenient Care.

Due to the volume of MXB that store #2, Delco is handling it was determined that they needed the larger van. Therefore; the transit was sent to Delco and the Chrysler was moved to Holden Beach.

After seeing snakes in and close to the store GM had Clegg's come and evaluate the building and recommend a solution. Snake Away was put around the building. With the recommendation of the Board, moth balls and sulfur were also going to be used.

GM presented to the Board an employee evaluation for consideration. After a discussion on performance and time on the job, it was recommended that the employee receive a 4.6% raise.

The board heard reports from the GM concerning the following issues:

1. Financials for Brunswick County ABC Board
  - o September 2019 sales compared with sales from the same month last year indicates:

- Retail sales: +29.6% increase in sales (\$219,897.40)
  - Mixed Beverage Sales: +18.6% increase (\$40,751.34)
  - Sales Tax Collection: +29.6% increase (\$15,392.40)
  - Overall Collection: +28% increase (\$269,296.27)
- September 2019 bottle sales with bottle sales from the same month last year indicate:
    - Retail Bottle Sales: +29.9%
    - Mixed Beverage Bottle Sales: +31.1%
    - Overall Bottle Sales: +30.1%
  - Bank Balance as of October 10<sup>th</sup>, 2019 was \$837,176.32
  - IDA Balance as of October 14, 2019, was \$183,494.06
  - Truck Receipts for the month of September 2019 paid were \$108,517.97
    - Store #1
 

▪ 9/1/2019	\$39,008.59	440
▪ 9/17/2019	\$30,714.22	365
    - Store #2
 

▪ 9/13/2019	\$38,795.16	406
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  - Bailment and Surcharge paid for September
    - Store #1 was \$2,112.05
    - Store #2 was \$1,073.25
  - Excise Tax paid for September 2019 was \$62,149
  - Cycle Counts showed the following physical inventories:
    - **Store #1** net adjustments were -44 bottles for -395.83 to the board.
    - **Store #2** net adjustments were -100 bottles for -\$524.58 to the board.

Adjournment:

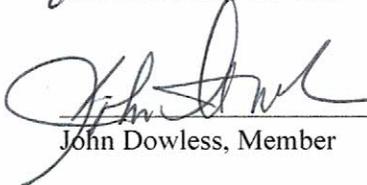
The next regular Brunswick County ABC Board meeting will be held Wednesday, November 20<sup>th</sup>, 2019 at 5:00 pm.

There being no further business the meeting adjourned.

Prepared by Angela Boone, GM, and approved by the board on 10/16/19 AB  
GM

 10-16-19  
Mitchell Williams, Chair Date

 10-16-19  
Al Beatty, Member Date

 10-16-19  
John Dowless, Member Date