Approved	
Riecke:	
Robinson:	TCR
Jaisler:	D
Crite:	EMC

MINUTES
BREVARD ABC BOARD
September 27, 2018

The Brevard ABC Board met in regular session on Thursday, September 27, 2018 at 8:30 a.m. in the City Hall Administration Conference Room.

Members Present: Geraldine Dinkins, Chair
Tim Robinson
Jack Jaisler
William Riecke
Eric Crite

Staff Present: Mark Balding, ABC General Manager
Denise Hodsdon, Executive Assistant

Special Guests: None

A. Welcome & Call to Order
B. Quorum

Ms. Dinkins called the meeting to order at 8:32 a.m. and a quorum was noted.

C. Approval of Agenda

Motion by Mr. Jaisler, seconded by Dr. Riecke, to approve the agenda as presented. Motion carried unanimously.

D. Approval of Minutes from August 23, 2018

Motion by Mr. Jaisler, seconded by Mr. Robinson to approve the minutes from the August 23, 2018 meeting as presented. Motion carried unanimously.

E. New Business

1. Manager's Report

Mr. Balding presented the ABC Law Enforcement Monthly Report for August. They did five Underage Campaign Checks and two Permittee inspections and reported no ABC Law violations or other offenses. He reported that August sales were up $18,154 or 5.1% and noted that if we continue to hit 5%, we will be on track with the projected revenues in the FY2019 Budget. State sales were up 10.66% across the state and a review of other local ABC Boards reveals that sales are somewhat flat thus far this year. Through the first two months of FY2019, operating income is $83,749 with a gross profit of 24.49%, and a total of $38,043 has been retained for cash working capital.

Mr. Balding informed the Board that Brevard is now receiving weekly state delivery. We have always had a two-week delivery which sometimes creates a problem in that two to three times a year, we have to go three weeks without a delivery, which is very difficult and we have to retain more inventory.

There was discussion about ways to improve Board communication and cut down on paper usage and waste. Mr. Balding will research options for providing Board members with tablets or notebooks for them to use for receiving Board packets, sending and receiving emails and all Board-related information.

Mr. Balding is working on a new business model for the Board, which he anticipates could cut approximately $32,000 in operating expenses. He will finalize the plan and present it for discussion at the next meeting, which will require going into closed session.

Ms. Dinkins was pleased to report that the Skate Park Task Force is approximately $6,000 from their fundraising goal. They will be taking their plan to City Council for approval on October 8th and hope to have the project completed by the end of the year.

F. Unfinished Business

1. **Review and Approve Accountant's Report from June, July and August, 2018**
2. **Review and Approve Reconciliation and Bank Statement for June, July and August 2018**

The accountant's report and reconciliation and bank statement for June, July and August, 2018 were approved and circulated for signatures.

G. Adjourn

There being no further business, Mr. Robinson moved and Mr. Crite seconded to adjourn the meeting at 9:47 a.m. Motion carried unanimously.

Next regular meeting: The next meeting will be ***Thursday, October 25, 2018 @ 8:30 a.m.***

Mark Balding

Mark Balding, General Manager

G Dinkins

Geraldine Dinkins, Chair

Minutes Approved: December 27, 2018

Denise Hodsdon

Denise Hodsdon, Executive Assistant