

MINUTES
BREVARD ABC BOARD
June 24, 2015

The Brevard ABC Board met in regular session on Wednesday, June 24, 2015 at 8:40 a.m. in the City Hall Administrative Conference Room.

Members Present: Tracey Love - Chair
 Geraldine Dinkins
 Brian Philips
 Dr. William Riecke
 Tim Robinson

Members Absent: Cameron Austin
 LeRoy Cowan

Staff Present: Mark Balding – ABC General Manager
 Chiffon Hwang – Recording Secretary

Welcome & Introduction

At 8:40 a.m., Ms. Love called the meeting to order. There were three new members: Ms. Dinkins – local business owner, Mr. Robinson – general contractor, and Dr. Riecke – retired physician.

Approval of Minutes

Motion was made by Ms. Love to approve minutes from May 27, 2015, seconded by Mr. Philips. Motion carried.

New Business

The May Law Enforcement Report reflected that citations were issued for underage possession of alcohol and marijuana, and also selling to an underage. The State of North Carolina requires ABC Stores to pay 5% to law enforcement, and in return, they receive a monthly report detailing violations. The ABC Store in Brevard contracts through Alcohol Law Enforcement (ALE).

Motion to approve accountant's report, bank reconciliation, and bank statement. Ms. Love seconded, motion carried.

Reviewed final draft of the Employee Performance Evaluation for General Manager. The evaluations will take in effect July 1, 2015. The traditional bonus, including longevity and Christmas bonus, is 6% of base salary. Mr. Cowan and Mr. Balding had decided to increase it up to 10% - determined on how well you score on the performance evaluation. There are currently 11 employees, and there are four forms: part-time, full-time, assistant manager, and general manager. Mr. Philips made motion to approve the final draft of the evaluation, Ms. Love seconded, motion carried.

The accountant's report for May is that we are down 2% from last year. But on a positive note, our accountant's compilation report shows that percent profit was up at 8.79% vs. 6.23% from last May. Sales across the State were up by 5%.

Mr. Balding attended the Care Awareness Recovery Effort (C.A.R.E) Coalition, and was presented a Certificate of Excellence for outstanding performance and lasting contribution for community collaboration. The ABC Board will commit 5% (\$11,500) towards alcohol education in cooperation with C.A.R.E. and Schenck Job Corps will be one of the direct beneficiaries to the funding. The goal of the education is to reduce underage drinking in North Carolina. Mr. Balding pointed out again that unless they feel strongly towards the options for education, they will most likely not use the entire amount committed.

Reviewed and approved proposed FY 2015 – FY2016 budget. Mr. Balding pointed out that since the second retail store opened in June 2013, there has been an increase in operating revenues. There were a number of increases from FY2015's budget and FY2016's proposed budget: CDS/EMV implementation (up \$14,815 from FY2015), alcohol education (up \$7,875 from FY2015), and miscellaneous/contingency (up \$20,000 from FY2015). Mr. Philips motioned to approve the proposed FY2016 budget, Ms. Love seconded, motion carried.

This will be Ms. Love's last meeting as her term has ended. She has served on the ABC Board for the past 10 years. The Board thanked her for her commitment and generously giving her time to serve on the board.

Adjourn

There being no further business, Mr. Philips made a motion to adjourn, seconded by Ms. Love, the Board voted unanimously to adjourn at 9:43 a.m.

Next regular meeting: July 22, 2015 @ 8:30 a.m.

S/_____
Mark Balding, General Manager

S/_____
Chiffon Hwang, Recording Secretary

Minutes Approved: July 22, 2015

Approved

Austin: _____

Philips: _____

Robinson: _____