

**MINUTES
BREVARD ABC BOARD
November 25, 2015**

Approved

Dinkins:_____

Philips:_____

Riecke:_____

Robinson:_____

The Brevard ABC Board met in regular session on Wednesday, November 25, 2015 at 8:30 a.m. in the City Hall Administrative Conference Room.

Members Present: Cameron Austin, Chair
 Geraldine Dinkins
 Brian Philips
 Dr. William Riecke

Members Absent: Tim Robinson

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

Visitors: Moniqua McLean – ABC Board Auditor

Welcome & Introduction

At 8:34 a.m., Mr. Austin called the meeting to order.

Approval of Minutes

Motion was made by Mr. Riecke to approve minutes from October 28, 2015, seconded by Mr. Philips. Motion carried.

New Business

Moniqua McLean of the ABC Commission, presented her findings to the Board. Ms. McLean performed her audit back in July, and the feedbacks were positive, with minor findings for both the downtown and Pisgah Forest store.

The November Law Enforcement Report reflected that there were no citations issued for the month of October. Locations checked included Brevard, Pisgah Forest, and Rosman.

The manager's report for November showed that sales were up \$8,265 or 3% versus last year.

Both the downtown and Pisgah Forest stores were up respectively at \$1,888 and \$6,377. Percent profit for October was 13.79% versus 6.96% from last year. Through the first four month of the 2016 fiscal year, the Board's percent profit after expenses are at 10.18%, as opposed to the 2015 fiscal year of 6.71%. Gross profit is at 25.06% versus 21.53% through the same period last year. Sales across the States were up by 10.14%.

Both the downtown and Pisgah Forest stores were updated with a new phone system and conversion to business ultra cable internet through Comporium. Mr. Balding said that the stores were running on DSL, and the switch to cable internet is a huge improvement in regards to speed and performance. The new phone system features auto attendant, which allows callers to listen to store hours, and holidays observed by the stores. It will hopefully cut down on the calls requesting store hours.

The Pisgah Forest store received a cosmetic change, and new T8 lighting systems were installed on Monday. The total price for this was \$2,002, but Duke Energy through the Small Business program, picked up \$1,564.48 of the cost. Mr. Balding said that the new lighting should cut the power bill down by 46%.

Employee performance evaluations were completed last week, and payouts for both full and part time workers were handed out yesterday.

Adjourn

There being no further business, the Board voted unanimously to adjourn at 9:50 a.m.

Next regular meeting: December 16, 2015 @ 8:30 a.m.

Mark Balding, General Manager

Cameron Austin, Chair

Chiffon Hwang
Recording Secretary

Minutes Approved: January 27, 2016