

# MINUTES

**Indian Trail ABC Board**  
**Board of Directors – Regular Meeting**  
**Indian Trail ABC Board**  
**5880 Hwy 74 East, Indian Trail NC 28079**

**1. Call To Order: Time: 6:29 pm by: Robert Thursday, January 3, 2019 (December 2018 Board Meeting)**

**PRESENT**

**Board Members:** Chairman Robert Laatz, Board Members Jim White and Jennifer Rehberg

**Attendees:** General Manager Jeff Sullivan, Finance Officer/AGM Shelly Hinson

(First names will be used for Board Members and Attendees when appropriate)

Board liaisons - Jerry Morse, Councilman, Town of Indian Trail

**Guest: N/A**

**Not Present: Jennifer Rehberg, Board Member**

**2. CONFLICTS OF INTEREST**

**Chairman Robert Laatz** read **G.S. 18B-201**: *It is the duty of every Board Member to avoid both conflicts of interest and appearances of conflicts. In accordance with this statute, Robert asked everyone to review the agenda for the meeting and if any member has any known conflict or appearance of conflict with any matters coming before the Board today, that they identify the conflict and refrain from any undue participation in the matter involved. **None were identified.***

**3. Additions and Deletions; Motion to Approve Agenda: January 3, 2019**

ADDITIONS/CHANGES TO THE AGENDA – N/A

DELETIONS FROM THE AGENDA – N/A

**APPROVAL OF THE AGENDA-**

**Jim** made a motion to approve the agenda as presented.

**Seconded by Robert** the vote to approve the agenda: passed unanimously.

**4. Review and Approval of Prior Meeting Minutes - November 29, 2018**

ADDITIONS/CHANGES TO THE MINUTES– N/A

DELETIONS FROM THE MINUTES – N/A

**APPROVAL OF THE MINUTES**

**Jim** made a motion to approve the minutes as presented.

**Seconded Robert**, the vote to approve the minutes: passed unanimously.

**November 29, 2018** minutes will be provided to Town of Indian Trail.

**5. PUBLIC COMMENT**

Chairman Laatz opened the floor for public comments – N/A

**6. Business Items:**

**a) Update on LE report:** Jeff reported the November 2018 Law Enforcement report.

**b) Update on Sales Reports; Store Business; and General Operations**

**General Manager** – Jeff Sullivan reported – Monthly Sales – **Nov. 2018 vs Nov. 2017**– Retail and MXB + \$35,811 + 9.8%, state overall average -4.00%. Jeff reported other Union County ABC store sales from the Commission’s Monthly Sales report. We are up 803 customers for month over last year. State’s Top 100 in NC, Indian Trail ABC Top 20 Retail and MXB list were reviewed for **November 2018**.

**c) Update on Store Financials – Finance Officer/AGM** – Shelly reported – **Nov. 2018** –

General fund down -3.3% from last year. **November 2018** - Cash balances, A/P, Inventory at Cost with previous year comparison. Summary of Operations, Actual vs. Budget Comparison, Profit/Loss and Balance Sheet with previous year comparison, and Statement of Cash Flow. Any changes noted at bottom of Summary of Operations. Jim requested that we have a 6 month review of how we are doing on the budget. Shelly reported that at 6 months she will review and make any amendments necessary to the budget.

**7. Board Discussion & Possible Action/Comments**

**a) Website Administration going forward** – copy of the website maintenance requirements per Anthony Johnson/Skylar Studios for the Indian Trail ABC Board website was reviewed by the Board and approved to let Skylar Studios maintain a quarterly maintenance contract with the Indian Trail ABC Board at \$95.00 quarterly charge. Jim did email the Town of Indian Trail a request of their maintenance cost, but Jim did not hear back from them.

**APPROVAL OF INDIAN TRAIL ABC BOARD WEBSITE MAINTENANCE BY ANTHONY JOHNSON/SKYLAR STUDIOS ON A QUARTERLY BASIS:**

***Jim made a motion to approve the Indian Trail ABC Board website maintenance by Anthony Johnson/Skylar Studios on a quarterly basis, as presented; Seconded by Robert, the vote to approve the Indian Trail ABC Board website maintenance by Anthony Johnson/Skylar Studios on a quarterly basis as presented; passed unanimously.***

**b) Consolidated Town Council/ABC Board Meeting** – Jim wanted to review the consolidated meeting with the Town of Indian Trail and Indian Trail ABC Board since Jerry Morse had suggested it at the last two board meetings. Jim wanted to give Jerry some dates we are available and recommend us to look at our calendars and suggested Tuesday, February 5, 2019 – Special Meeting – 5:30pm–6:30pm or Tuesday, February 12, 2019 – Regular Town Meeting – 5:30pm-6:30pm. Jerry will bring dates to the meeting on January 31, 2019 after checking with Indian Trail Town Council. Robert explained that if our Board is all together, it has to be a called Board meeting with all the rules and statues that go with that. Robert recapped that we will wait until next meeting to hear back from Jerry Morse and Town Council on our consolidated Town Council/ABC Board meeting on January 31, 2019.

**8. General Manager Remarks –**

**Jeff** – Jeff said November teed up nicely. Staff did a great job.

**9. Board Members comments –**

**Jim** – Jim wanted to keep Jennifer and Monty in our thoughts and prayers as they go through this difficult period. Jim thanked Robert for a fast moving meeting and thanks to the staff for all their hard work. During Christmas Eve hours at the store, Jim stated that he and Jennifer Rehberg were able to help behind the counter, bagging bottles and got to experience the store operation of working the registers and waiting on customers. Jim thanked ALE for providing security for the holiday rush days. Jim thanked Jerry Morse for attending the meeting. Jim reported that he, Alan, Jeff and Shelly attended the grand opening of the Marshville store. We met the Mayor and two board members. They are located in an old bank building. Jim thanked the Board for the website management.

**Robert** – Thank you Jeff, Shelly and staff for all your hard work during the holidays. Robert thanked Jerry for coming and getting together for a meeting with the Town of Indian Trail Council. Training schedule with Employer's Association with Jeff Sullivan will be discussed next month.

**10. Adjournment –**

**Next Board Meeting Scheduled: January 2019 meeting**

**Thursday, January 31, 2019** at 6:30 pm at the Indian Trail ABC Store

Motion to adjourn Indian Trail Board Meeting made by Chairman or Board Member **Jim**,

Seconded by Chairman or Board Member **Robert**, passed unanimously.

**Adjournment: 7:49 pm -Time**

