

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: 4:20pm – Thursday, April 23, 2015

PRESENT

Board Members: Chairman Jeff Sullivan, Member Robert Laatz, Member Jan Brown

Attendees: General Manager Melissa Williamson, Finance Officer Shelly Hinson, and Consultant Charlie Fowler

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

Guest: No members of Public in attendance

Not Present: Robert Laatz

2. CONFLICTS OF INTEREST

Chairman Jeff Sullivan 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, Jeff 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:

ADDITIONS/CHANGES TO THE AGENDA –

DELETIONS FROM THE AGENDA –

APPROVAL OF THE AGENDA

Jan made a motion to approve the agenda as presented.

Seconded by Jeff, the vote to approve the agenda: passed unanimously.

4. Review and Approval of Prior Meeting Minutes

ADDITIONS/CHANGES TO THE MINUTES –

DELETIONS FROM THE MINUTES –

APPROVAL OF THE MINUTES

Jan made a motion to approve the agenda as presented.

Seconded by Jeff, the vote to approve the agenda: passed unanimously.

March 19th, 2015 minutes will be provided to Town of Indian Trail with approved revisions.

5. PUBLIC COMMENT

Chairman Sullivan opened the floor for public comments, N/A.

6. Business Items:

a) New Board Chairman Induction – Jeff Sullivan accepts Chairman Position, voted last Board meeting with email vote from Robert Laatz

b) Update on Sales Reports; Store Business; Law Enforcement; General Operations

General Manager – Melissa – March Sales \$275,672.00, \$21,056 over last year. MXB sales \$15,179.00 over last year. New Hickory Tavern and Marios have boosted our sales. Up 8.63% over last year and up 3.36% of State's average.

Melissa, Charlie and Shelly met on Monday with Jackie from the Employer's Association. A lot of classes we can take. Received some free passes that Melissa will take Excel and Word classes. Small fees for additional classes and useful resources that we will utilize.

BARS (Be A Responsible Server) class, Monday, May 4th 8 am – 2 new employees will be attending. Jason Hinson with ALE will be teaching class. Free to MXB permittees and all their employees.

c) Update on Store Financials

Finance Officer – Shelly presented and reviewed March financials reports.

d) Budget discussion, plans on time outline. Email budget outline to Jeff and Jan.

e) State Travel Policy adopted for new Employee Handbook revision – Motion to approve by Jeff, 2nd by Jan, unanimously approved.

Budget Amendment for fund adjustments to send Commission – Motion to approve by Jan, 2nd by Jeff, unanimously approved.

6. Business Items-New

New location for Board Meetings at store location and new time discussion

Carpets and floors will need to be professionally cleaned

7. Board Discussion & Possible Action/Comments

a) Melissa – SCRC POS Equipment/Hardware Installation schedule – Jeff Edmonds came in to go over contract with details on installation. 1st down payment of \$9,047.00 has been made with remainder of balance after new 2015-2016 fiscal year. Installation on Sunday, June 14th with up and running on Monday, 15th. Jeff will be here on Monday and possibly Tuesday to make sure all runs smoothly. He will bring a training system in 2 weeks before and leave it for employees to practice on.

b) Melissa presented new signature card to add Jeff and everyone else to resign.

c) Melissa has started the paperwork on the new credit card to replace the debit cards and they will be cancelled/destroyed once that is complete.

8. Board Comments

Great job to all by Jan.
Discussion on buying land revisited.

Next Board Meeting Scheduled: Check with Robert on new time but new location will be at the ABC Store location,

5/21/15, 2015 at 6:00 pm at the Indian ABC Board

Adjournment: 5:30 pm Time

Motion to adjourn made by Chairman/Board Member Jeff,

Seconded by Chairman/Board Member Jan.