

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: 6:17pm – Monday, June 29, 2015

***NOTE: No one from the public attended the Budget Meeting held @ 6:00pm**

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:

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 – **N/A**

DELETIONS FROM THE AGENDA – **N/A**

APPROVAL OF THE AGENDA: Jeff, made a motion to approve the agenda as presented. **Seconded by Robert, *all in favor, passed unanimously.***

4. Review and Approval of Prior Meeting Minutes – May 21, 2015

ADDITIONS/CHANGES TO THE MINUTES – **N/A**

DELETIONS FROM THE MINUTES – **N/A**

APPROVAL OF THE MINUTES: Jan, made a motion to approve the agenda as presented. **Seconded by Jeff, *all in favor, passed unanimously.***

May 21, 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) Update on Sales Reports; Store Business; Law Enforcement; General Operations

General Manager – Melissa reported May Sales \$305,173.18, +26,408-+9.69% over last year. MXB Sales \$32,836, +11,005 over last year. State average 5.05%, we were +4.64% over state average. June Sales already over \$22,331 over lasts with 2 days left in month. Jason (ALE) worked in computer changeover. All running smoothly with month end training coming up. Chess (ALE ASAC) will come to next meeting, Melissa to make arrangements.

b) Update on Store Financials

Finance Officer - Shelly reported on summary of cash, A/P, & Cost of Sales +7%, Summary of Sales, and Summary of Operations for May. Discussion on noted changes. Budget spreadsheet as of May. Final 2014/2015 budget amendment will be done and ready for approval at July meeting.

6. Business Items-New: N/A

7. Board Discussion & Possible Action/Comments

Shelly reported - Final approval of budget tonight and sent to Laurie Lee/Town of IT by July 1st. Handbooks complete with your copies included, need you to sign (3) pages for your file. Potter & Co. July 1st for inventory count, later in month for audit, increase of \$250 in cost of audit, bids next year. Retirement starts July 1st payroll & requirements for P/T. Grants only 2 for next year with outline of requirements and monies spent report.

CLOSED SESSION – (1) Staff Salary-Jeff, Jan, Robert, Charlie & Melissa attended (2) General Manager Salary Discussion – Jeff, Jan, Robert & Charlie

Closed Begin – 7:20pm – Finish – 8:00pm (2- Sealed note envelopes)

2015-2016 Budget and Budget Message approval; Motion to approve, 1st, Jeff, 2nd Jan, all in favor, passed unanimously.

8. Board Comments – N/A

Next Board Meeting Scheduled: Thursday, 7/23, 2015 @ 6:30pm @ Indian Trail ABC Board

Adjournment: 8:20pm Time

Motion to adjourn made by Chairman/Board Member Jeff, Seconded by Chairman/Board Member Robert, all in favor, passed unanimously.

