

MINUTES

**Indian Trail ABC Board
Board of Directors – Regular Meeting
Indian Trail Civic Building
100 Navajo Trail, Indian Trail NC 28079**

Call To Order: 6:20pm – Monday, September 15, 2014

PRESENT

Board Members: Chairman Gary D’Onofrio, 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: Member Robert Laatz

CONFLICTS OF INTEREST

*Chairman Gary D’Onofrio 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, Gary 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.***

PRESENTATION

ADDITIONS TO THE AGENDA

- 6. c) Workers Compensation Insurance Discussion
- d) Cafeteria 125 Plan

DELETIONS FROM THE AGENDA

4. Review and Approval of Prior Meeting Minutes – Gary talked to Wes Hinson earlier today and Wes will have August minutes by next Thursday. Skip #4 on Agenda with August 2014 minutes outstanding, once we have them and approved, we will be all caught up.

APPROVAL OF THE AGENDA

Member Jan Brown made a motion to approve the agenda as presented. Seconded by Chairman Gary D’Onofrio, the vote to approve the agenda: passed unanimously.

APPROVAL OF THE MINUTES

August 2014 meeting minutes not available to date - Nothing approved - Chairman Gary D’Onofrio talked to Wes Hinson earlier today and Wes will have August minutes by next Thursday. August 2014 minutes are outstanding at this meeting. Gary noted once they are received and approved, we will be all caught up.

August 2014 minutes will be provided to Town of Indian Trail with approved revisions.

PUBLIC COMMENT

Chairman D’Onofrio opened the floor for public comments, but there were none.

REPORTS FROM

I. General Manager

A. Store Business, General Operations, Sales Reports and Law Enforcement

- Melissa reports we have a request from Hickory Tavern in Wesley Chapel to use Indian Trail ABC for MXB instead of Waxhaw ABC. Melissa provided them with the information to file a grievance with the ABC Commission.

During this discussion-Chairman Gary D'Onofrio received a phone call from Wes Hinson and at that time the recorder was stopped at 6:30pm - Recorder started back @ 6:40pm
Chairman Gary D'Onofrio noted from his phone call with Wes Hinson he wanted to circle back to the August minutes. One thing Wes mentioned was he actually spoke to the bank about the new signature cards and what First Citizens Bank needs in those minutes in order to update the signature cards appropriately. Wes will pass these along to FCB as soon as they are put together the way the bank needs to see them. Should be good as of Thursday next week.

- Melissa provided and reviewed the handouts on August sales figures. August sales were \$264,262 which was over 2013 by \$15,184, a 6.20% increase, and 3.63% over State average. State sales only up 2.57%.
- Discussion on the increase and decreases of sales between Monroe, Wingate, Waxhaw and Indian Trail. More walk in sales than MXB sales. More diversified customers in this location. Sales only 10% of MXB.
- Gary requested a Top 100 best seller list by next Board Meeting.
- Melissa reviewed the ALE report (see attached report). Melissa reported the following: ASAC Omar Qureshi will now be the acting SAC at the ALE Hickory office. New ASAC in Charlotte/Harrisburg district should visit our store soon. Special Agent Jason Hinson is still over Union County. The ALE and SBI will merge into one office location in Harrisburg, NC as of October 1, 2014. Our contract with ALE will stay the same. As far as next year, no guarantee on the same contract, not sure how this merger will affect ALE contracts in the future.

II. Finance Officer

A. Financial Report

- Shelly updated the board members on the status of the transition between former finance officer's accounting system and Quick Books.
- Shelly reported that she is working over the 30 hour work week required for her position in order to complete the necessary transition.

III. Business Items-New

A. 6) Item C. - Workers Compensation Insurance-HMP Insurance

- Melissa presented to the Board a "Breach of Data" policy recommendation for credit card fraud from James Mahoney with HMP Insurance.
- After much discussion the board requested that Melissa provide a quote at the next meeting.

B. 6) Item D. – Section 125 Cafeteria Plan

- Shelly stated payroll health insurance deductions should be pre-taxed and have a Section 125 Cafeteria plan in place. Shelly stated the board could have Aflac come in and offer the employees, at their cost, flex plan options. Jan suggested we get a quote from Aflac and another one for comparison.

IV. Business Items-Old

A. None to be discussed

V. Board Discussion & Possible Action/Comments

- Jan questioned if Melissa thought we had adequate warehouse space. After much discussion, Melissa stated that we should be OK for another year and that the Board may want to consider building a free standing store in the near future.

VI. Board Comments:

Next Board Meeting Scheduled:

October 16, 2014 at 6:30pm at the Indian Trail Civic Building

Adjournment: Time: 7:30pm

Motion to adjourn made by Chairman Gary D'Onofrio, seconded by Member Jan Brown.