

Durham County ABC Board

**Minutes of the Meeting
October 17, 2011**

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard on the 17th day of October 2011.

Presiding Board Member Kimberly Shaw called the meeting to order at 5:30 PM.

Other board members present were Michael Nelson, Erroll Reese and Connie White. Chief Operating Officer Dewanda Dalrymple and Attorney George W. Miller, Jr. were present.

Consent Items

Consent agenda items included the Board Attendance Report, Adoption of Agenda and the Minutes of the September 19, 2011 Meeting. On motion by Ms. White, seconded by Mr. Reese, the consent agenda items were approved without objection.

- **Law Enforcement Report for September 2011**

In September, there were 39 persons arrested with 56 total charges for various alcohol-related offenses and other offenses. There is now 1 case pending in traffic court, 181 cases in district criminal court and 0 cases in superior court.

Ms. White asked Ms. Dalrymple to convey to Law Enforcement the Board's appreciation for Law Enforcement receiving the Outstanding Service Award from the Secretary of State's office.

- **Financial Reports for September 2011**

The September retail sales were up 9.03% compared to last year. MXB sales were up 11.53% compared to last year.

Total sales for the month were \$2,085,889, representing an increase of \$181,823 or a positive 9.55% as compared to last year. Sales were above the budget projections by \$83,883, a positive variance of 4.19%. Year-to-date sales of \$5,931,489 were up 6.81% compared to last year and 3.74% over budget.

Profit before distributions of \$106,531 was above budget for the month by \$29,541, representing a positive variance of 38.37%.

After profit distributions totaling \$64,052, there was a net gain of \$42,479, a variance of \$26,656 over budget. Year-to-date, net income of \$98,806 was under budget by \$48,714.

Compared to last year, September net income increased \$15,496. Year-to-date net income was up \$63,145.

Recommendation for Employee Health Insurance Options

Ms. Dalrymple reported that the North Carolina League of Municipalities (NCLM) offers the best rates for coverage comparable to what employees currently have with the North Carolina Association of County Commissioners. In order to participate in the League's health insurance pool, Durham County ABC (DCABC) must become a member of the League. DCABC qualifies as a Limited Services Associate, for which the annual membership fee is \$431.00.

On motion by Ms. White, seconded by Mr. Reese, it was approved without objection that DCABC would become a Limited Services Associate in the NCLM.

The NCLM's insurance provider is MedCost. After several questions from Board members, Ms. Shaw asked for a motion to accept Ms. Dalrymple's recommendation to participate in this insurance pool.

On motion by Ms. White, seconded by Mr. Reese, participation in the NCLM's health insurance pool was approved without objection.

Adoption of Shelf Management Plan

The Shelf Management Plan is a result of Amendment 04 NCAC 02R.1711 under *G.S. 18B-203(a)(20)* which gives the Commission authority to "Promulgate rules to establish performance standards for local boards." Ms. Dalrymple presented the plan to the Board that will be distributed to the store managers at their next manager's meeting if it is approved.

On motion by Ms. White, seconded by Mr. Nelson, the Shelf Management Plan for DCABC was approved without objection.

Other Business

Attorney Miller informed the Board that asbestos had been discovered at the new Holloway Street store location. The extent of the issue has not been determined at this point. The contractor has contacted two consultants to study the issue and provide reports as to what should be done. It does not appear that the seller had prior knowledge of the problem, so covering the remedial costs is an issue as well.

The Ravenstone lease is being extended for another six months beyond the current lease at the same rental rate.

An invoice from Hoke/New Visions Architect was presented to the Board for payment in the amount of \$12,927.00 for work on the Woodcroft property. Ms. Page had made a prior request for an additional breakdown of these expenses which Hoke/New Visions has now provided.

On motion by Ms. White, seconded by Mr. Nelson, approval was given to Ms. Dalrymple to authorize payment of the invoice without objection.

Ms. Dalrymple stated that she is planning to be available to staff until October 31st.

On motion by Ms. White and seconded by Mr. Reese, approval was given to Ms. Dalrymple to hire five new part-time employees pending their drug test results.

On behalf of the Board, Mr. Nelson thanked Ms. Dalrymple for the outstanding work she rendered to

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the organization during her time at DCABC and especially after Mr. Mills retired. He wished her well in her new position.

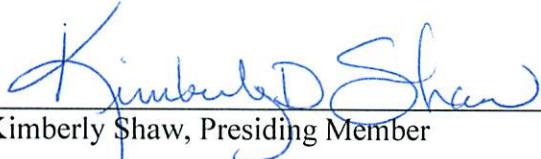
Ms. Dalrymple responded by thanking the Board and stated that it has been a wonderful 17 months. She continued by saying that Mr. Mills built up a very together team of people that know how to do their jobs and they do it well. "They have been supportive from the very beginning and I have no doubt they will support the new General Manager in the same way," she said.

Closed Business

On motion by Ms. White and seconded by Mr. Nelson, the Board went into closed session per GS 143-318.11(a): (3) consult with attorney (5) facility leases or purchases (6) personnel matters.

Adjournment

On motion by Ms. White and seconded by Mr. Reese, the meeting was adjourned without objection.

Approved by: 
Kimberly Shaw, Presiding Member