

**ANGIER BOARD OF ALCOHOL CONTROL
MINUTES
February 10, 2021, 6:30 p.m.
ANGIER BOARD ROOM**

A called meeting of the Town of Angier ABC Board was held on February 10, 2021 at the Angier Board Room.

Members Present and/or Participating:

Brian Hawley, Chairman
Jerry Hockaday, Member
Howard Babbitt, Member
George Price Jr, Member
Steve Adams, Member

Others Present:

Shawna Mason, Interim General Manager
Christina Kazakavage, Interim Assistant General Manager

Brian Hawley, Board Chairman called the meeting to order at 6:29 p.m.

1. Jerry Hockaday, Board Member opened the meeting with a prayer.
2. All present participated in the Pledge of Allegiance.
3. In an effort to avoid any possible conflicts, Chairman Hawley read the following ethics reminder:

In accordance with GS 18B-201, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflicts.
Does any member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today?

There were no conflicts of interest or appearance of reported.

4. Brian Hawley, Board Chairman opened the floor for additions to the agenda. Board Member Howard Babbitt requested that discussion of slow-moving inventory items be added to the agenda.

Board Action: The Town of Angier ABC Board voted unanimously to approve the addition of discussing slow-moving inventory items to the agenda.

Motion By: Howard Babbitt
Vote: 4-0, unanimous

5. Board Chairman, Brian Hawley opened the floor for the approval of the agenda with the addition.

Board Action: The Town of Angier ABC Board voted unanimously to approve the agenda with the addition.

Motion By: Steve Adams
Vote: 4-0, unanimous

6. Board Chairman, Brian Hawley opened the floor for the consent agenda. The Board reviewed the December 8, 2021 minutes. There were no amendments requested.

Board Action: The Town of Angier ABC Board voted unanimously to approve the December 8, 2021 minutes.

Motion By: Howard Babbitt
Vote: 4-0, unanimous

7. Brian Hawley, Board Chairman opened the floor for an update on the Angier ABC finance report. Christina Kazakavage, Interim Assistant General Manager stated that the Board Members were given a Profit & Loss Statement for January. Chairman Hawley informed the Board that Ms. Kazakavage and Shawna Mason, Interim General Manager had to build a new company file in QuickBooks. Howard Babbitt, Board Member requested that the Board be provided a Profit & Loss statement for Fiscal Year to Date.

8. Board Chairman, Brian Hawley opened the floor for an update on the Angier ABC quarterly audits. Christina Kazakavage, Interim Assistant General Manager informed the Board that the financials for Q1 and Q2 have been submitted to the Auditor. Chairman Hawley requested that an email be sent to the Auditor to find out a timeline of when the audits will be completed.

9. Brian Hawley, Board Chairman stated that the General Manager position will be discussed in closed session.

10. Board Chairman, Brian Hawley opened the floor for discussion of slow-moving inventory items in the store. Shawna Mason, Interim General Manager told the Board that the slow-moving items have been posted to the Product Bulletin Board on the ABC Commission website and that she has emailed Greg Stallings regarding the procedure for requesting a Special Purchase Allowance (SPA) on items that are slow-moving.

11.a. With no further business in open session, the Board entered into closed session in pursuant with G.S. 143.318.11(a)(6) for personnel matters at 6:43 p.m.

11.b. The Town of Angier ABC Board reconvened in open session at 7:43 p.m.

12. Brian Hawley, Board Chairman opened the floor to entertain a motion to make Shawna Mason the General Manager of Product Control and Christina Kazakavage the General Manager of Operations effective immediately. As well as to increase the rate of pay for the other employees.

Board Action: The Town of Angier ABC Board voted unanimously to approve part-time employees starting at \$12/hour and increasing to \$15/hour upon completion of their 90-day probationary period, Casey Adams increasing to \$40,500/year, and Shawna Mason and Christina Kazakavage increasing to \$50,000/year while becoming the General Manager of Product Control and General Manager of Operations respectively.

Motion By: Steve Adams
Vote: 4-0, unanimous

13. Shawna Mason, Interim General Manager updated the Board that the store lost two part-time employees, but that two more have been hired so the store is fully staffed. The two new employees are doing very well and catching on quickly.

14. Christina Kazakavage, Interim Assistant General Manager updated the Board that the hydraulic hoses were replaced on the loading dock. Brian Hawley, Board Chairman suggested looking into an overhang for the loading dock area for inclement weather due to safety concerns.

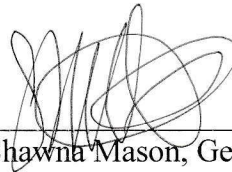
15. Comments from the Board:

George Price Jr, Board Member apologized for having to use zoom calls to be present at the meetings.

16. Adjournment: With no further business, the meeting was adjourned at 7:51 p.m.



Brian Hawley, Chairman ABC Board



Shawna Mason, General Manager