

**ANGIER BOARD OF ALCOHOL CONTROL
CALLED MEETING MINUTES
May 13, 2021 6:00 pm
ANGIER BOARD ROOM**

A called meeting for the Town of Angier ABC Board was held on May 13, 2021, at the Angier Board Room.

Members Present:

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

Others Present:

Keith Black, General Manager
Shawna Mason, Finance Officer
Mike Hill, Town Board Member
Austin Cavanaugh, NC ABC Commission

Brian Hawley, Board Chairman called the meeting to order at 6:00 pm.

1. Jerry Hockaday, Board Member started the meeting with a prayer.
2. All present said the Pledge of Allegiance.
3. In an effort to avoid any possible conflicts, Brian Hawley, Board Chairman 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. No additions/changes to the agenda were requested at this time.

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

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

5. Brian Hawley, Board Chairman opened the floor for review of the minutes from April 8, 2021.

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

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

6. Public Comments: There were no public comments at this time.

7. Board Chairman, Brian Hawley opened the floor for discussion of the Capital Investments update. As of May 13, 2021, the Angier ABC Board was fully divested from Capital Investments, closing the account, and leaving those funds available for future investments.

8. Brian Hawley, Board Chairman opened the floor for discussion about the stores shirts and the logos that will be displayed on the shirts. Keith Black, General Manager said that the shirts were going to be ordered promptly, following the approval of the logo.

9. Board Chairman, Brian Hawley opened the floor for discussion regarding the 2021-2022 fiscal year budget. Sales are projected to be flat for the year, in comparison to the previous year. In effort to reduce spending, the mulching of store property will be kept in house. There was discussion of switching internet providers from Century Link to Spectrum, reducing monthly costs. It was also mentioned that there was some investigation into getting the credit card charges reduced. There was a request to add an amendment to the agenda, adding a closed session for the board to discuss salaries/wages of employees for the budget.

Board Action: The Town of Angier ABC Board voted to amend the agenda and add a closed session to the meeting in accordance with G.S. 143-318.11. (a)5.

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

10. Brian Hawley, Board Chairman opened the floor for discussion of the Assistant General Manager position. It was determined that the position was to be posted on the Town of Angier ABC Store website.

11. Board Chairman, Brian Hawley opened the floor for discussion regarding the most recent audit that was conducted on the store. Mr. Hawley asked Shawna Mason, Finance Officer to reach out to the auditor for clarification on the final paragraph of the audit.

12. Brian Hawley, Board Chairman opened the floor for discussion about the QuickBooks upgrade. The upgrade cost \$899.99 plus tax.

Board Action: The Town of Angier ABC Board voted to spend the money to upgrade the QuickBooks program.

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

13. Board Chairman, Brian Hawley opened the floor to Keith Black, General Manager to discuss upcoming events at the Town of Angier ABC Store. There were 2 events set for the end of May,

that would include tastings. Mr. Hawley requested that Mr. Black investigate the legality of being able to post the event flyers on the store website, to increase publicity.

14. Brian Hawley, Board Chairman asked Keith Black, General Manager what his plans were, surrounding obtaining background checks for candidates that would be applying for soon to be vacant positions. Howard Babbitt, Board Member suggested using a company that would do a nationwide search and be more thorough in finding quality candidates for the positions.

15.a. With no further business in the open session, the board voted to enter an executive session per G.S. 143-318.11. (a)5. to discuss the amount of compensation and other material terms of an employment contract or proposed employment contract at 6:35 pm.

Motion By: George Price
Vote: 4-0, unanimous

15.b. With no further business in the executive session, the board chose to reconvene into open session at 7:45 pm.

16. Board Chairman, Brian Hawley, asked Shawna Mason, Finance Officer to read off the salary/wage changes for the public record. The final salaries/wages are in Appendix A to these minutes.

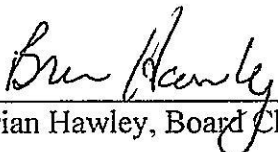
Board Action: The Town of Angier ABC Board voted to approve the proposed salary/wage changes for the 2021/2022 FISCAL year.

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


17. Brian Hawley, Board Chairman opened the floor to Austin Cavanaugh, NC ABC Commission for public comment.

18. With no further business in the open session, the board adjourned at 7:59 pm.

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



Brian Hawley, Board Chairman



Keith Black, General Manger

Appendix A- Salary/Wage Final Decisions

- Keith Black, General Manager- \$2000 one-time bonus
- The Assistant General Manager- \$42,000 per year
- Shawna Mason, Finance Officer- \$40,000 per year
- Casey Adams, Full Time Sales Associate- \$35,500 per year
- Graham Blake, Full Time Sales Associate- \$32,000 per year
- Diane Shephard, Part Time Sales Associate- \$14 per hour
- Randy Pendergraft, Part Time Sales Associate- \$14 per hour
- Paul Billings, Part Time Sales Associate- \$14 per hour
- Joshua Nettles, Part Time Sales Associate- \$14 per hour
- Virginia LaFromboise, Part Time Sales Associate- \$13 per hour (after probation period)
- Vacant Part Time Sales Associate Position- \$13 per hour (after probation period)