

MINUTES
BREVARD ABC BOARD
January 24, 2019

Approved	
Robinson:	<u>TJR</u>
Crite:	
Jaisler:	<u>TJ</u>
Dinkins:	
Riecke:	<u>WCR</u>

The Brevard ABC Board met in regular session on Thursday, January 24, 2019 at 8:30 a.m. in the City Hall Administrative Conference Room.

Members Present: Geraldine Dinkins, Chair
Tim Robinson
Jack Jaisler
William Riecke
Eric Crite

Members Absent: None

Staff Present: Mark Balding, ABC General Manager
Denise Hodsdon, Executive Assistant

Special Guests: None

- A. Welcome & Call to Order**
- B. Quorum**

Ms. Dinkins called the meeting to order at 8:31 a.m. and a quorum was noted.

- C. Approval of Agenda**

Motion by Mr. Jaisler, seconded by Mr. Robinson, to approve the agenda as presented. Motion carried unanimously.

- D. Approval of Minutes from December 27, 2018**

Motion by Mr. Jaisler, seconded by Mr. Robinson to approve the minutes of the December 27, 2018 meeting as presented. Motion carried unanimously.

- E. Unfinished Business**

- 1. Review and Approve Accountant's Reports from December, 2018**
- 2. Review and Approve Reconciliation and Bank Statements for December, 2018**

The accountant's report and reconciliation and bank statements for December, 2018 were approved and circulated for signatures.

- F. New Business**

- 1. Manager's Report**

Mr. Balding reported that there were no ABC Law violations and five misdemeanor citations in December. He hopes to have Lt. Robert Shular and perhaps someone from CARE Coalition

at the next meeting for updates. He also reported that December sales were a record \$469,692, up \$64,000 or 16% over last December. Sales for the last 3 months were \$1,208,779, which is up \$143,382 over the 4th quarter last year.

Mr. Balding reported that \$35,000 in additional inventory was added to the Pisgah Forest store since October 1, 2108. Additional shelving was installed in November to accommodate the increased inventory. He said the Pisgah Forest store is coming on strong and we need to address the increased demand. There was extensive discussion regarding whether to remodel the current store to relocate and add more counter space and an additional cash register, or whether to move the store to another larger space in the same plaza. The estimated cost to remodel the current store would be approximately \$12,000 to \$15,000. The second option is to relocate to the space in the same plaza currently occupied by Hibbetts. That space is 4200 square feet and the landlord has proposed rent at \$12 per square foot for five years with a five-year option. He would also provide \$25,000 for minor interior changes to the space. During discussion, it was thought that although the bigger space would be nice, it would not necessarily increase sales; and the total monthly lease payment for both that space and the downtown store would be \$8,500. The Board thought it would be best to stay in the same space and go ahead with a remodel to enhance the customer experience at the current store. This would allow the board to continue to grow its working capital. Motion by Mr. Crite, seconded by Dr. Riecke to move forward with remodeling the existing store within the budget of \$12,000 to \$15,000. Vote on the motion was unanimous.

G. Go to Closed Session

1. Discuss business and personnel issues / Board to perform General Manager's Performance Review for 2018

Motion by Mr. Jaisler, seconded by Ms. Dinkins to go into closed session at 10:12 am to discuss business and personnel issues and General Manager's Performance Review for 2018. Vote on the motion was unanimous. At 11:10 am the Board resumed the meeting in regular session. No official action was taken in closed session and the Minutes of the closed session are authorized to be sealed.

H. Adjourn

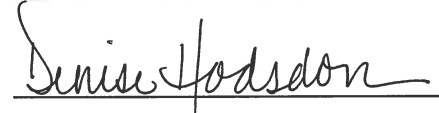
There being no further business, the meeting was adjourned at 11:10 a.m.

Next regular meeting: The next meeting will be **Thursday, February 28, 2019 @ 8:30 a.m.**


Mark Balding, General Manager


Geraldine Dinkins, Chair

Minutes Approved: February 28, 2019


Denise Hodsdon, Executive Assistant