MINUTES
BREVARD ABC BOARD
May 22, 2025

The Brevard ABC Board met for their monthly meeting at 10:00 AM on May 22, 2025. The meeting was held in the conference room of Store #1 located at 350A North Broad Street. The following were in attendance:

Board Members:	Lisa Conner, Chair
	Ron Brewer
	Frank Pearsall
	Susan Miller
	Paula McKeller
Staff:	Jackie Jarvis, General Manager
	Paxton McAbee, Assistant Manager
	Glenda Sansosti, Acting Secretary

Welcome and Call to Order
Board Chair Lisa Conner called the meeting to order and welcomed those Present.

Certification of Quorum
Acting Secretary Glenda Sansosti noted the presence of all Board Members and further certified a quorum present. Pursuant to G.S. 18B-201 there was no conflict or appearance of a conflict of interest expressed by any Board Member.

Approval of Agenda
A motion was made by Ms. Miller, seconded by Mr. Pearsall and unanimously passed; the agenda was approved as presented.

Approval of Minutes
A motion was made by Mr. Pearsall, seconded by Ms. Miller and unanimously passed approving the Minutes of April 24, 2025 as presented.

Managers' Report
Ms. Jarvis reported revenue was down in April by approximately $7,500 and could be attributed to the sale and closing of Dugan's Pub. She stated revenues would be up in May due to the Bourbon Lottery. Ms. Jarvis also explained revenue should increase with the opening of two new restaurants; ***Tipsy Taco*** (previously Dugan's Pub) on Broad Street and ***Territory*** located on East Main Street.

Review of Preliminary 2025-2026 Budget (Draft Two dated 5/21/2025
The Board reviewed a draft of the proposed budget for FY 2025-2026. Ms. Jarvis reviewed projected wage increases and benefits as well as proposed revenues and distributions. Ms. Jarvis encouraged board members to contact her if they have further questions. The proposed FY2025-2026 Budget will be presented for approval at the June meeting.

Lot[illegible]y Update

The Bourbon Lottery will be held on Saturday, May 24th beginning at 1:00 PM in the store parking lot located at 350A North Broad Street. Those wishing to participate in the lottery will be provided a numbered bracelet and be allowed to purchase bourbon if their number is called.

Special Guest from ABC Commission: Mr. Edwin

Mr. Edwin is a Performance Program Analyst with the North Carolina ABC Commission. He visits local ABC Boards to review and discuss performance standards and advises if improvements are required. There are 171 local ABC Boards in North Carolina. Brevard's last review was in 2015. Mr. Edwin has been working with staff reviewing administrative codes. He reports that Brevard meets all standards and has realized a 37% growth over the past year. He advised staff is doing a great job and keeps excellent records. He will continue his review and present a written report in the near future. Staff will forward the report to the Board.

New Auditor

Ms. Jarvis presented a proposal from Ms. Robin Black of Canton, N.C. to conduct the ABC Audit for Brevard's two stores at a cost of $12,000. Ms. Black has audited other ABC stores and is well qualified to perform the audit. Motion by Mr. Pearsall, seconded by Mr. Brewer and unanimously passed approving the contract and authorizing Ms. Conner, Chair and Ms. Jarvis, General Manager, to sign the contract with Ms. Black in the amount of $12,000. There was no objection to Ms. McKeller's request changing "Town of Brevard to 'City of Brevard" within the contract.

Adjourn

Upon motion by Mr. Brewer, seconded by Ms. McKeller and unanimously passed, the meeting adjourned at 10:40 AM.

Lisa Conner, Chair

Jackie Jarvis, General Manager

Glenda Sansosti, Acting Secretary

Jan 24, 2025
Minutes Approved (Date)

Next Meeting: June 26, 2025
10:00 AM