Approved	
Conner:	_____
Pearsall:	_____
Brewer:	_____
Mooney:	_____

MINUTES
BREVARD ABC BOARD
August 22, 2024

The Brevard ABC Board met in regular session on Thursday, August 22, 2024 at 8:30 a.m. in the Administration Conference Room at City Hall.

Members Present:	Kevin Jones, Chair Frank Pearsall Ron Brewer Carl Mooney Lisa Conner
Staff Present:	Jackie Jarvis, Interim General Manager Paxton McAbee, Asst. General Manager

A. Welcome & Call to Order

B. Quorum

Board Chair Kevin Jones called the meeting to order at 8:30 a.m. and a quorum was noted.

C. Approval of Agenda

Motion by Mr. Pearsall, seconded by Ms. Connor to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes

1. Minutes from Regular Session – July 25, 2024

Mr. Mooney moved, seconded by Ms. Connor to approve the minutes of the Regular Session meeting on July 25, 2024, as amended. The motion carried unanimously.

E. New Business

1. Manager's Report / Sales Update

Ms. Jarvis reported that she had asked Sharon to separate out the utilities and that has been done. She asked if the Board had any questions regarding the financial reports. Mr. Mooney questioned the rehabilitation contribution to the County. Ms. Jarvis explained that that is the 5-cent bottle tax (over 50 milliliters) and 1-cent bottle

tax (50 milliliters or less) that is paid to the County. Mr. Mooney noted that there is a discrepancy in the way it is listed on the balance sheet, where it is listed as NC Rehab 5-cent and 1-cent tax, but in the profit and loss sheet, it is listed as just 5-cent bottle tax. He asked that it be changed in QuickBooks to keep the nomenclature consistent.

2. **Discuss LBD Computer**

Ms. Jarvis informed the Board she would like to purchase a separate LBD computer for restaurant orders. The cost to purchase from Carolina Data and have them install it is $7,400. She explained it is a portable computer on a cart and could be used as an extra register up front during busy times. Mr. Pearsall moved, seconded by Ms. Conner to approve the purchase. The motion carried unanimously.

3. **New LBD Policy**

Ms. Jarvis explained that she was having an issue with one of the restaurants coming in to pick up their liquor order just before the store closes at 9:00 pm. She contacted Raleigh and they recommended that she put a policy in place that sets the time by which liquor orders must be picked up. The policy she recommended set a pickup time of no later than 8:30 pm, and a copy has been sent to the ABC Commission. Ms. Connor moved, seconded by Mr. Brewer to approve the policy. The motion carried unanimously.

4. **Discuss September Board Meeting**

Due to scheduling conflicts, the Board set their September meeting for Monday, September 30, 2024 at 11:00 a.m.

F. **Unfinished Business**

1. **Report on Sales for Store 2**

As the Board had requested, Ms. Jarvis prepared a breakdown of sales and expenses for Store #2 over the 4-month period of April through July 2024 (copy attached). During that 4-month period the profit, after expenses for rent, utilities and salaries, was approximately $651,200. She noted that the lease for Store #2 will be due for renewal in February and the new lease will be with Ingles. It is unknown at this time what the new rent amount will be.

2. **Review and Approve Financial Reports from July 2024**

The financial reports for July 2024 were reviewed and circulated for signatures.

G. Adjourn

There being no further business the meeting adjourned at 8:56 AM.

Jackie Jarvis, Interim General Manager

~~Kevin Jones, Chair~~ Lisa Conner

Minutes Approved: October 24, 2024

Denise Hodsdon, City Clerk

ABC #2

April, May, June, July 2024

INCOME and EXPENSES

RENT, UTILITES, TRUCK EXPENSES, SALARYS

RENT	22,690.52
WATER	325.77
PHONE-INTERNET	1,252.21
POWER	2,064.60
GAS	470.80 \ 1863.55
TRUCK EXPENSES	800.00
SALARYS	43,816.85
TOTAL =	71,420.15

RETAILS FOR 4 MOUTHES

April 168,404.30 May 181,489.97 June 181,361.86 July 191,370.22 total = 722,626.35

After all deductions total 651,206.20