MINUTES

ABC BOARD MEETING

Thursday, January 23, 2025 – 8:30am
City Hall Council Chambers

The Brevard ABC Board met in regular session on Thursday, January 23, 2025 at 8:30am in City Council Chambers at City Hall.

Members Present:	Lisa Conner Frank Pearsall Ron Brewer Susan Miller Paula McKeller
Staff Present:	Jackie Jarvis, Interim General Manager Paxton McAbee, Assistant General Manager Selena Coffey, Assistant to the City Manager
Guests:	None

A. Welcome & Call to Order

Board Chair Lisa Conner welcomed Board members and guests and called the meeting to order at 8:30am.

B. Certification of Quorum

Assistant to the City Manager Selena Coffey certified a quorum noting that all members were present.

C. Approval of Agenda

A motion was made by Ms. Miller to approve the agenda. Seconded by Mr. Pearsall. Motion passed unanimously.

D. Approval of Minutes

Minutes from the December 5, 2024 regular meeting and respective closed session minutes were reviewed and Mr. Pearsall made a motion to approve. The motion was seconded by Ms. Miller and all voted in favor.

E. Follow-up Discussion of ABC Audit

Ms. Jarvis shared with the Board a review of expenses associated with the audit, noting that the last audit was over $5,150 more than Gould Killian CPA Firm had

estimated initially. She then noted that the Board had previously discussed changing auditors for the upcoming year and asked for the Board's feedback. Mr. Pearsall shared that he felt that the Board needed to change auditors. Mr. Brewer agreed and raised the question of whether the Board should ask for reimbursement of the approximate overage. Board members had significant discussion and agreed that the Board should send a letter to Gould Killian CPA Firm asking for reimbursement of any overages charged. Mr. Pearsall made the motion for Ms. Miller to draft a letter to be signed by Board Chairwoman Conner to ask for a refund of some of the audit charges. The motion was seconded by Ms. McKeller and all voted in favor.

The Board discussed the potential for retaining a new audit firm and there was general consensus to change firms, but the Board wanted to discuss this further at the next meeting.

F. Manager's Report/Sales Update

Ms. Jarvis noted that November 2024 sales were $30,456 over November 2023 sales (5.5% increase). She also noted that December 2024 sales were $35,101 over December 2023. She reminded the Board that the months of January through March are generally not as profitable.

G. Next Meeting – January 23, 2025 at 8:30am

Chairwoman Conner noted that the next meeting will be held on Thursday, February 27, 2025 at 8:30am in City Council Chambers at City Hall.

H. Adjourn

With no further business, Mr. Pearsall moved to adjourn the meeting, with a second by Mr. Brewer and all in favor. Meeting adjourned at 8:54am.

Minutes Approved: February 27, 2025

Jackie Jarvis, General Manager

Lisa Conner, Board Chair

Selena D. Coffey, Assistant to the City Manager