



## MECKLENBURG COUNTY ALCOHOLIC BEVERAGE CONTROL BOARD OF DIRECTORS MEETING MINUTES

April 19, 2011 @ 12:00 Noon  
3333 North Tryon Street Charlotte, North Carolina 28206

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**DIRECTORS:** *Cleveland Edwards, Chairman*

*Angeles Ortega-Moore, David Conway and Jerry Hwang*

**ABSENT:** *Harry Lomax*

**STAFF:** *Chief Executive Officer Paul Stroup*

*Chief Financial Officer Mike Tully; Law Enforcement Division Director Mike Crowley and Senior Officer Ronnie Lowe; Human Resource Director Laura Sherer; Operations Director Jason Hughes; Education/Community Relations Director Mary Ward and Administrative Assistant Dawn Carey*

**GUESTS:** *Bryan Adams, VanHoy, Reutlinger, Adams & Dunn*

### ITEMS OF BUSINESS DISCUSSED AND ACTION TAKEN:

Chairman Edwards called the meeting to order.

#### I. CHAIRMAN REPORT

Motion was made by Director Ortega-Moore, seconded by Director Conway and unanimously carried to approve the March 15, 2011 meeting minutes.

Future meetings were confirmed for May 24 and June 21, 2011.

Mr. Crowley expressed words of appreciation to Senior Officer Ronnie Lowe who will retire from the Mecklenburg County ABC Law Enforcement Division at the end of April. Chairman Edwards presented Mr. Lowe with his service weapon in recognition of his 30 years of service.

Motion was made by Director Conway, seconded by Director Wang and unanimously carried to enter into closed session under NCGS 143-318.11(A)(3).

Motion was made by Chairman Edwards, seconded by Director Conway and unanimously carried to return to open session. Chairman Edwards advised that during the closed session, motion was made by Member Conway, seconded by Member Ortega-Moore, and unanimously carried to re-affirm the exempt status of store managers in accordance with the FLSA.

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Director Ortega-Moore reviewed information from the 2010 Census report. Mr. Stroup noted, Director Ortega-Moore will be presenting Census 2010 information at the North Carolina Association of ABC Boards Summer Conference, on July 26, 2011 in Asheville, North Carolina.

### II. STORE OPERATIONS

Mr. Hughes reviewed the March 2011 sales report.

Relative to the 2009 strategic overview, Director Conway questioned whether the Graham Street location was as productive as it could be or should it be re-evaluated for either closing or relocation.

Mr. Hughes responded that this location is owned by the board, makes favorable income and has minimal overhead. In the fall of 2003, the board spent \$100,000 to upfit this location (i.e. roof, shelving, paint). At this time, management has no plans to relocate or close this location.

### III. FINANCE

Mr. Tully reviewed the March 2011 financial highlights.

### IV. ALCOHOL EDUCATION

Ms. Ward reviewed the March 2011 activity report.

Director Ortega-Moore commended Ms. Ward on a job well done for her informative session at the April 18<sup>th</sup> Pre-Grant Workshop.

### V. HUMAN RESOURCES

Pursuant to a request from Director Conway at the April Board meeting, Ms. Sherer presented a report on the employment demographics of the ABC Board. This report reflects staffing throughout the organization. Additional information, comparing the ABC Board's turnover rates, was also reported and discussed.

### VI. LAW ENFORCEMENT

Mr. Crowley reviewed March 2011 activity reports.

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VII. MANAGEMENT

Mr. Stroup reported the North Carolina ABC Commission has decided to lease additional warehouse space (200,000 sq ft). To cover the cost of leasing this space, the current bailment charge will increase from \$1.20 to \$1.65 effective August 1, 2011.

Mr. Stroup presented five budget scenarios that were directional only:

Scenario #1 - included a 2.25% sales increase and was our most likely scenario;

Scenario #2 - was an unexpectedly strong scenario with a 3% revenue increase;

Scenario #3 - was an unexpectedly weak scenario with a 1% revenue increase;

Scenario #4 - was the most likely scenario with a 2% wage increase effective January 1;

Scenario #5 - included a 2.5% revenue increase and a new store opening at Callabridge Landing in November 2011 and a 2.5% wage increase on January 1, 2010.

Mr. Stroup re-iterated these were directional scenarios and management plans to update the scenarios with more information prior to the May 24<sup>th</sup> board of directors meeting.

As a matter of information, the North Carolina Association of ABC Board will hold its summer conference July 24-27, 2011, Asheville, North Carolina (Grove Park Inn).

There being no further business, the meeting was adjourned at 2:40 p.m.

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Cleveland Edwards, Chairman