

**Minutes of the Meeting  
November 17, 2014**

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard, on the 17<sup>th</sup> day of November, 2014.

Board Chair, Wayland Burton, called the meeting to order at 5:30 p.m.

Board members Deirdre Guion, Norwood “Andy” Miller and Robert “Bob” Nauseef were present. General Manager Barry Sessoms and attorney George W. Miller, Jr. were also present. Durham County ABC Law Enforcement Officer, Investigator Pettigrew was also in attendance.

**Conflict of Interest Review and Declaration**

Chairman Burton read the Board’s Conflict of Interest Review and Declaration statement and asked Board members if they have an actual conflict or appearance of a conflict of interest with any items coming before the Board and, if so, does the Board member wish to recuse him or herself from deliberating and voting on the matter. All Board members present verbalized that they do not have any conflicts.

**Adoption of Agenda**

Chairman Burton requested to add the agenda item “General Holiday Message” following Public Comment.

At this time, Dr. Guion entered the Board meeting. Chairman Burton read the Board’s Conflict of Interest Review and Declaration and asked Dr. Guion if she has had the opportunity to review the Agenda and if she has a conflict of interest with any items coming before the Board. She indicated that she has reviewed the Agenda and does not have a conflict of interest or appearance of a conflict of interest with any items on the Agenda.

**Consent Items**

The consent item for the November Board meeting was the Minutes of October 20, 2014 Regular Board Meeting. Mr. Nauseef motioned to accept the consent agenda item and Dr. Guion seconded the motion. The Board approved without objection.

**General Business**

**Public Comment**

Chairman Burton stated that there are not any members of the public present this evening.

**General Holiday Message**

Chairman Burton disseminated to the Board a copy of a holiday message that he prepared and requested that it be included in the next quarterly newsletter as a general message from the Board. He asked all Board members if they would like to contribute an individual comment to the message to please do so before the final message is given to the General Manager for insertion in the December newsletter.

**HR Report**

Chairman Burton reported to the Board that Allyson Stevens has advised that DCABC's Personnel Policies Manual definition of a full-time employee requires updating in accordance with the Affordable Care Act.

**Closed Business**

Board Member Miller motioned for the Board to go into closed session per G.S. § 143-318.11(a): (3) consult with attorney, (5) facility leases or purchases and (6) personnel matters. Mr. Nauseef seconded the motion and the Board approved without objection.

**Adjournment**

Chairman Burton motioned to adjourn the meeting and the Board approved without objection.

Approved By:

  
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Wayland Burton, Board Chair