

Minutes of the Meeting
April 20, 2015

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard, on the 20th day of April, 2015.

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

Board members Deirdre Guion, Robert “Bob” Nauseef and Pilar Rocha-Goldberg were present. General Manager Barry Sessoms and attorney George W. Miller, Jr. were also present. Lee Keatts, Fiscal Services Director for Durham County ABC, and Durham County ABC Chief, Rufus Sales, were also in attendance. One member of the public, Allan Lange with Urban Ministries Planning Board, also attended.

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.

Consent Items

The consent item for the April Board meeting was the Minutes of the March 2, 2015 Special Meeting. Dr. Guion motioned to accept the consent item. Mr. Nauseef seconded the motion and the Board approved without objection.

General Business

Public Comment

Allan Lange with Urban Ministries Planning Board was in attendance at the meeting and requested from the Board information regarding non-profit organizations’ applications received by DCABC including the process for approving applications and timeline for when funds will be disbursed to non-profits as his organization submitted an application. Chairman Burton explained to Mr. Lange that grant program information is available on the DCABC website and Mr. Sessoms agreed to schedule a meeting with Mr. Lange to discuss in detail the grant program process.

At this time, new Board Member, Pilar Rocha-Goldberg, introduced herself to the Board. Ms. Rocha-Goldberg is the President and CEO at El Centro Hispano, a non-profit organization that helps Latinos integrate into the community. She is originally from Colombia and has been in the United States for ten years. The Board welcomed Ms. Rocha-Goldberg to the DCABC Board.

Chairman Burton requested a motion to include in Section 202 of the Personnel Policies Manual the following language: Because three (3) members represent a quorum of the Board, there may not be three members from the same organization or workplace serving on the Board at the same time. Mr. Nauseef motioned to include said language. Ms. Rocha-Goldberg seconded the motion and Dr. Guion abstained from voting.

Mr. Sessoms will update the Personnel Policies Manual to include this addition to Section 202.

Law Enforcement Report for February/March 2015

Chief Sales presented to the Board that digital upgrades to all portable and mobile police radios across the state were mandatory. DCABC's radios were converted to digital and this conversion will be acceptable until 2018. During the month of March, there were several establishment violations where liquor bottles did not have tax stamps. Chief Sales described the inspection process in detail to the Board along with training received by all DCABC officers.

Chief Sales reported to the Board on the surveillance camera update for DCABC stores, warehouses and law enforcement offices as previously approved by the Board. He explained that as law enforcement researched facilitating the update, they decided that consolidating the multiple systems in use was the best solution. Costs associated with this method were researched and it was discovered that costs are higher than the Board originally approved. A new idea proposed was to purchase fewer cameras with a larger scope of surveillance monitoring to lessen the costs. The Board had a general discussion regarding the changes to the additional proposal presented to the Board. There was a general consensus among the Board that additional information will be gathered and a decision will be made at the May Board meeting to move this matter forward.

Chief Sales reported to the Board on the driving while impaired golf cart and goggles. The equipment will be delivered next week and law enforcement is working on the logistics including location for equipment storage, what decals are acceptable, training to be provided, additional equipment required and policy on governing of use. Chief Sales will research how other organizations that already have this initiative in place are handling these issues. The Board had a general discussion regarding optimal events throughout the year for utilization as well as organizations that may benefit from use.

Chief Sales presented to the Board on his experience at the Legal Symposium event. He stated that he found the lectures and discussions informative and specifically found the additional legislation, media relations and legalization of marijuana issues of value. Chairman Burton discussed recent legislative bills that may directly affect DCABC.

Financial Report for March 2015

Mr. Keatts reported to the Board that revenue is up 10% for the year compared to the previous year. For the month of March this year, sales were above budget by 12% with an actual sales increase of 10% compared to last March. DCABC was ranked 6th in the state for sales in March and the highest sales increase of the counties comparable to DCABC. Mixed Beverage sales increased 29% in March which is attributable to new licensees' purchases, increased law enforcement inspections and additional products now offered to establishments including high-end liquors.

Mr. Keatts then discussed the budget timeline and notified Board members that the completed proposed Budget will be presented to the Board at the May 11, 2015 Board meeting and the Public Hearing will take place on June 15, 2015. On May 12, 2015, notification will be sent to the proper authorities. Once the preliminary Budget has been presented, it will be posted on DCABC's website so the public will have ample opportunity to review prior to the Public Hearing. The final Budget will be adopted and approved at the June 29, 2015 Board meeting.

Chairman Burton requested the Board to review budget information included in the Board meeting packet and send any questions or comments to Mr. Sessoms or Mr. Keatts who will in turn respond and provide feedback to all Board members.

Mr. Keatts then presented budgeting information including sales revenue comparison of year-to-year change, summary of sales trends and preliminary sales budget as included in the Board meeting packet.

Mr. Keatts presented to the Board a proposed budget amendment for salaries and wage expenses and payroll taxes to accommodate the increase in law enforcement personnel by two part-time investigators and additional compliance inspections.

Mr. Nauseef motioned to accept the proposed budget amendment as presented. Ms. Rocha-Goldberg seconded the motion and the Board approved without objection.

Mr. Keatts additionally discussed proposed payroll data including salary increases and bonuses and presented documentation to the Board. The Board had a general discussion regarding personnel positions at DCABC and positions held at comparable counties.

Lastly, Mr. Keatts reported to the Board that medical insurance premiums will increase 16% this coming fiscal year.

The Board had a general discussion regarding necessary upgrades associated with processing credit cards; related costs will be researched and reported to the Board for review and approval.

General Manager's Report

Mr. Sessoms reported to the Board that employees are continuing to do a great job with displays at stores and there is more interaction between personnel and customers. Mr. Sessoms reported that state liquor deliveries have been rearranged to accommodate better timing for DCABC to receive products. He also stated that distiller gift cards are now approved by NC ABC and more information will be made available regarding gift cards soon.


Closed Business

Chairman Burton 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. Ms. Rocha-Goldberg 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: _____


Wayland Burton, Board Chair

