

**Minutes of the Meeting  
December 14, 2015**

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard, on the 14<sup>th</sup> day of December, 2015.

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

Board members Norwood "Andy" Miller, Robert "Bob" Nauseef, Pilar Rocha-Goldberg and Jackie Wagstaff were present. General Manager Barry Sessoms and attorney George W. Miller, Jr. were also present. Durham County ABC Support Services Director Perlie Davis and Durham County ABC Law Enforcement Chief Rufus Sales were 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 verbalized that they do not have any conflicts.

Chairman Burton requested that proposed consent items A05 Departmental Items, Support Services Update Reports and Financial Update - Reports be moved to General Business for discussion. Ms. Wagstaff motioned to accept the amendment to the agenda. Mr. Nauseef seconded the motion and the Board approved without objection.

**Consent Items**

The first consent item for the December Board meeting was the Minutes of the November, 2015 Board Meeting. Mr. Nauseef motioned to accept the Minutes of the November Board Meeting as presented. Ms. Wagstaff seconded the motion and the Board approved without objection. Additional consent items for consideration of the Board included DA Evidence Acceptance, DA Screening Form and Interview Statement Form. Mr. Nauseef motioned to accept the additional consent items as presented. Ms. Wagstaff seconded the motion and the Board approved without objection.

**General Business**

**Public Comment**

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

**Support Services Update**

Ms. Davis reported to the Board that the support services update was previously disseminated to the Board. Chairman Burton requested whether the Board has any questions or comments regarding the update and, if not, he requested a motion to accept the support services update as presented. Ms. Wagstaff motioned to accept the support services update as presented. Mr. Nauseef seconded the motion and the Board approved without objection.

### **Law Enforcement Report**

Chief Sales presented to the Board a revised version of the A05 Departmental Item procedure noting the addition states that the Board has final approval regarding the purchase of law enforcement vehicles. The process, according to policy, requires the Chief to submit the justification for a purchase to the General Manager and the General Manager must present the recommendation to the Board. Mr. Nauseef motioned to approve the A05 Departmental Item procedure as amended. Ms. Rocha-Goldberg seconded the motion and the Board approved without objection.

### **Financial Report**

Mr. Sessoms reported to the Board on the financial report for the month of November noting that sales were lower this year compared to November of last year due to the NCCU Homecoming event taking place in October instead of November as well as one less Saturday in November this year.

### **Strategic Planning and General Manager Report**

Mr. Sessoms presented to the Board the progress of renovations taking place at the Durham Chapel Hill Boulevard store including new flooring, shelving and countertops similar to those in the Hillsborough Road store.

### **Durham Convention Center – First Night Celebration**

Chairman Burton recounted that the General Manager sent invitations to the Board and Chief of Law Enforcement to attend the First Night Celebration presented by the Durham Convention Center on New Year's Eve. Mr. Burton requested that anyone interested in attending should notify the General Manager.

### **Other Business**

Chairman Burton reminded Board members of the scheduled Board meeting dates in 2016 along with the scheduled quarterly budgeted projects update and emphasized the importance of Board member attendance at meetings that fall on quarterly update months.

### **Closed Business**


Ms. Wagstaff 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.

The Board returned to open session. Chairman Burton motioned to accept the report of the Board attorney regarding negotiations in the Williams' workers' compensation case as presented 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