

**Minutes of the Meeting
May 15, 2017**

The Durham County ABC Board met at the administrative office, 2634 Durham Chapel Hill Boulevard, on the 15th day of May, 2017.

In the absence of the Board Chair, Wayland Burton, and without objection by the Board, Board Member Andy Miller called the meeting to order at 5:30 p.m.

Board members Jacqueline Wagstaff and Lawrence Daye were present. General Manager Rufus Sales and attorney George W. Miller, Jr. were also present. Durham County ABC Finance Officer Lee Keatts and Durham County ABC Chief Natausha Pettiford were also in attendance.

Conflict of Interest Review and Declaration

Board Member Miller 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 have reviewed the agenda and do not have any conflicts.

Ms. Wagstaff motioned to adopt the agenda as presented. Mr. Daye seconded the motion and the Board approved unanimously.

Consent Item

The consent item approved was the Budget Amendment. Ms. Wagstaff motioned to accept the consent item. Mr. Daye seconded the motion and the Board approved unanimously.

General Business

Public Comment

Board Member Miller stated that there are not any members of the public present this evening for comment.

Financial Report

April Financial Report

Mr. Keatts reported to the Board the April Financial Report as included in the meeting packet.

Budget Presentation and Discussion

Mr. Sales reported to the Board the Proposed Operating Budget as presented. While reviewing the Capital Budget, the Board had a discussion regarding replacing law enforcement computers. The next topic of discussion was regarding the responsibilities of in-house IT versus contract IT services and whether both are necessary and economical. Ms. Wagstaff requested the rate paid to DCABC support services and contract IT personnel. Replacement of law enforcement hand guns was the next item discussed by the Board. Board Member Miller requested detailed costs and comparisons for replacement guns, magazines and holsters. Mr. Sales next highlighted items included in the Proposed FY2017-2018 Budget as previously disseminated to the Board and included in the meeting packet. Mr. Keatts reported to the Board that, once finalized, the proposed statutory budget will be sent to the County Commissioners and ABC Commission. The public budget hearing is scheduled on June 5th. Mr. Keatts compared the history of DCABC sales growth since 2010. The

Board discussed sales trends and possible explanations to support higher sales growth during given years. The Board next discussed the Compensation Plan. Ms. Wagstaff motioned to accept a 6% annual employee pay increase as stated in the Proposed Budget. Mr. Daye seconded the motion and the Board approved unanimously.

Other Business

Presentation Before County Commissioners

Mr. Sales stated that Chairman Burton plans to report to the Board on the presentation to the County Commissioners. In Chairman Burton's absence this evening, the discussion will take place at a later date.

Closed Business

Ms. Wagstaff motioned for the Board to go into closed session per G.S. § 143-318.11(a): (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant; (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract; (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Mr. Daye seconded the motion and the Board approved without objection.

Adjournment

Ms. Wagstaff motioned to adjourn the meeting. Mr. Daye seconded the motion and the Board approved without objection.

Approved By:  _____