

**TOWN OF BLACK MOUNTAIN
ABC BOARD MEETING
JANUARY 20, 2011**

The Town of Black Mountain ABC Board held its monthly meeting on January 20, 2011. Attending the meeting were Board members Mary Sneed, John Sobol and Rick Spaulding. Terry Griffin and Michael-David Dyer also attended. It was determined that a quorum was present and the meeting was called to order at 3:01 pm by Chairperson Mary Sneed.

Michael-David Dyer read the minutes from the previous meeting along with The sales report for December, 2011. The minutes were approved unanimously.

ITEMS OF DISCUSSION:

1. Old business:

- a. Discussion of (showroom) signs:
 - * location/placement in store
 - * Precision Graphics to submit proposal for making of signs
 - * decision to proceed tabled until next Board meeting
pending review of said proposal
- b. Discussion of remuneration for employees and Board members for training outing
- c. Concerning the leak in the roof around the exhaust vent in the warehouse:
 - * Jay Gregory fixed the leak and will complete follow-up repairs after the next snow
- d. Due to serious wear, it was determined that the showroom carpet should be cleaned 3 times per year including periodic spot cleaning (a service already provided by carpet cleaner)
- e. Discussion of wine/mixer sales
- f. Discussion of road sign being within regulations as to location and height (Terry Griffin to investigate and report to Board)

2. New business:

- a. Michael-David Dyer to inquire further about benefits of membership in Black Mountain Chamber of Commerce
- b. Concerning First Data Credit Card Services:
 - * \$3000.00 yearly savings
 - * they will waive termination fee
 - * Woodfin ABC store, Walmart and Sears all have gone with First Data
 - * a motion was made by Mary Sneed to go with First Data but the motion was tabled pending further discussion and after Joanie Morris checks

with current Credit Card Service to see if they will match or beat Heartland's proposals

- c. Discussion of deteriorating charge-card equipment...new cash register systems to be mandated soon and will include new equipment
- d. Concerning Carolina Data quote to replace printer and other office equipment...Joani Morris to explore maintenance agreements/service contracts with other dealers vs. Carolina Data
 - decision to buy tabled pending Joanie Morris' findings
- e. Rick Spaulding submitted a printed motion which reads:

ABC Board Meeting
January 20, 2011

I would like to make a motion that the Town of Black Mountain Board of Aldermen be notified that we may be unable to make our April Distribution of \$12,000.00 to the Town.

The ABC store received a bill from the Employment Security Commission of North Carolina in the amount of \$15,373.00 for unemployment benefits paid to Kenneth Teague and David Turbyfill. Mr. Turbyfill received \$7,774.00 in unemployment benefits and Mr. Teague received \$7,599.00 in unemployment benefits.

A previous ABC board elected our store be self insured for unemployment benefits. This election requires the ABC store to reimburse the Employment Security Commission for benefits paid to these two terminated employees.

The Employment Security Commission has initiated fraud investigations of Mr. Turbyfill and Mr. Teague due to Questions regarding their eligibility to collect some or all of these benefits.

The Employment Security Commission advised that we have to pay this bill under protest pending the outcome of their investigation. In the event the Employment Security Commission investigation shows these terminated employees were overpaid, we will receive a refund from the Employment Security Commission.

Rick Spaulding
January 20, 2011

Following some discussion it was agreed that the money be paid any refund up to \$12,000.00 may be turned over to the Town of Black Mountain. The motion was ultimately seconded by Mary Sneed and the motion was carried by a vote of 3-0 in favor.

f. Rick Spaulding submitted another printed motion which reads:

ABC Board Meeting
January 20, 2011

I would like to make a motion that the minutes of our Board Meetings are to be typed and delivered to the Board Members within one week after each meeting.

Rick Spaulding
January 20, 2011

The motion was seconded by John Sobol and was carried by a vote of 3-0 in favor
g. Discussion of insurance tabled pending information being obtained regarding benefits/cost (Angela Green to provide said information)

With no further discussion a motion was made by Mary Sneed and seconded by John Sobol to adjourn the meeting. The motion was carried by a vote of 3-0 and the meeting Was adjourned at 4:13pm.


Board Chairperson


General Manager

**SALES REPORT
JANUARY 2011**

Sales for January 2011.....\$101,401.00

Wine & Mixer Sales.....\$181.10
(not included above)

Sales for January 2010.....\$105,473.00

A decrease of 3.86%.....-\$4072.00

The State was down 1.38%

4:09 PM

02/21/11

Accrual Basis

**Black Mountain ABC
Profit & Loss
January 2011**

	<u>Jan 11</u>
Ordinary Income/Expense	
Income	
401 · Liquor Sales	101,400.20
402 · Wines & Mixer Sales	181.10
Total Income	<u>101,581.30</u>
Cost of Goods Sold	
531 · NCDR 30% Excise Tax	39,904.00
532 · County Rehab Tax - 5 Cent per	620.78
601 · Sur Tax/Ballment	2,295.15
608 · Cost of Goods Sold	54,022.73
Total COGS	<u>96,842.66</u>
Gross Profit	4,738.64
Expense	
6660 · Payroll Expenses	0.00
701 · Salaries and Wages	10,620.95
704 · Per Diem Board Members	175.00
705 · Payroll Tax	812.51
706 · Retirement	483.04
707 · Employee Hospital Insurance	2,592.06
708 · Cash Over and Short	-1.00
710 · Rent of Equipment	37.86
711 · Depreciation	675.00
712 · Building Repairs & Maintenance	255.00
714 · Utilities	679.00
715 · Telephone	185.28
722 · Store Supplies	318.29
730 · Office Supplies	136.63
738 · Postage	47.00
775 · Bank Service Charges	336.85
776 · Bank Charges/Credit Cards	3,219.16
Total Expense	<u>20,572.63</u>
Net Ordinary Income	-15,833.99
Other Income/Expense	
Other Income	
410 · Interest Income	20.85
Total Other Income	<u>20.85</u>
Other Expense	
790 · Distributions Black Mtn Police	900.00
791 · Distribution First at BlueRidge	600.00
792 · Distributions Buncombe County	4,000.00
793 · Distribution Town of Blk Mtn	12,000.00
Total Other Expense	<u>17,500.00</u>
Net Other Income	-17,479.15
Net Income	<u><u>-33,313.14</u></u>

4:10 PM

02/21/11

Accrual Basis

Black Mountain ABC
Profit & Loss Prev Year Comparison
January 2011

	Jan 11	Jan 10	\$ Change	% Change
Ordinary Income/Expense				
Income				
401 • Liquor Sales	101,400.20	105,473.10	-4,072.90	-3.9%
402 • Wines & Mixer Sales	181.10	0.00	181.10	100.0%
Total Income	<u>101,581.30</u>	<u>105,473.10</u>	<u>-3,891.80</u>	<u>-3.7%</u>
Cost of Goods Sold				
531 • NCDR 30% Excise Tax	39,904.00	39,307.00	597.00	1.5%
532 • County Rehab Tax - 5 Cent per	820.78	613.99	6.79	1.1%
601 • Sur Tax/Ballment	2,295.15	2,630.55	-335.40	-12.8%
608 • Cost of Goods Sold	54,022.73	56,821.75	-2,799.02	-4.9%
Total COGS	<u>96,842.66</u>	<u>99,373.29</u>	<u>-2,530.63</u>	<u>-2.6%</u>
Gross Profit	4,738.64	6,099.81	-1,361.17	-22.3%
Expense				
6560 • Payroll Expenses	0.00	28.30	-28.30	-100.0%
701 • Salaries and Wages	10,620.95	10,040.69	580.26	5.8%
702 • Casual Labor	0.00	40.00	-40.00	-100.0%
704 • Per Diem Board Members	175.00	175.00	0.00	0.0%
705 • Payroll Tax	812.51	788.10	44.41	5.8%
706 • Retirement	483.04	695.53	-212.49	-30.6%
707 • Employee Hospital Insurance	2,592.06	2,547.31	44.75	1.8%
708 • Cash Over and Short	-1.00	100.00	-101.00	-101.0%
710 • Rent of Equipment	37.86	36.07	1.79	5.0%
711 • Depreciation	675.00	0.00	675.00	100.0%
712 • Building Repairs & Maintenance	255.00	330.00	-75.00	-22.7%
713 • Equipment Repairs & Maintenance	0.00	80.00	-80.00	-100.0%
714 • Utilities	679.00	755.31	-76.31	-10.1%
715 • Telephone	185.28	0.00	185.28	100.0%
720 • Insurance	0.00	305.59	-305.59	-100.0%
722 • Store Supplies	318.29	0.00	318.29	100.0%
730 • Office Supplies	136.63	194.91	-58.28	-29.9%
738 • Postage	47.00	91.25	-44.25	-48.5%
740 • Legal and Accounting	0.00	2,560.00	-2,560.00	-100.0%
775 • Bank Service Charges	336.85	325.81	11.04	3.4%
776 • Bank Charges/Credit Cards	3,219.16	3,135.32	83.84	2.7%
Total Expense	<u>20,572.63</u>	<u>22,209.19</u>	<u>-1,636.56</u>	<u>-7.4%</u>
Net Ordinary Income	-15,833.99	-16,109.38	275.39	1.7%
Other Income/Expense				
Other Income				
410 • Interest Income	20.85	15.80	5.05	32.0%
Total Other Income	20.85	15.80	5.05	32.0%
Other Expense				
790 • Distributions Black Mtn Police	900.00	0.00	900.00	100.0%
791 • Distribution First at BlueRidge	600.00	0.00	600.00	100.0%
792 • Distributions Buncombe County	4,000.00	0.00	4,000.00	100.0%
793 • DistributionTown of Blk Mtn	12,000.00	0.00	12,000.00	100.0%
Total Other Expense	<u>17,500.00</u>	<u>0.00</u>	<u>17,500.00</u>	<u>100.0%</u>
Net Other Income	-17,479.15	15.80	-17,494.95	-110,727.5%
Net Income	<u>-33,313.14</u>	<u>-16,093.58</u>	<u>-17,219.56</u>	<u>-107.0%</u>

**TOWN OF BLACK MOUNTAIN
ABC BOARD MEETING
FEBRUARY 17, 2011**

The Town of Black Mountain ABC Board held it's monthly meeting on February 17, 2011. Attending the meeting were Board members Mary Sneed, John Sobol and Rick Spaulding. Terry Griffin and Randy Reece also attended. It was determined that a quorum was present and the meeting was called to order at 3:05 pm by Chairperson Mary Sneed.

Randy Reece read the minutes from the previous meeting along with the sales report for January, 2011. The Board determined there was an error on the new credit card service. A change was made from Heartland to First Data. After the correction the Board approved the minutes unanimously.

ITEMS OF DISCUSSION;

1. Old business:

A. Discussion of showroom signs:

* Joanie to get with Precision Graphics to follow up on signs and pricing.

B. Carpets are to be cleaned two times a year, Spring and Fall.

C. Discussion of the road sign being closer to the road was tabled.

D. Leaks in the roof and ceiling have been fixed.

2. New Business:

A. Mary Sneed makes a motion to go with First Data (Credit card service) and was seconded by Rick Spaulding. The motion was carried by a vote of 3-0.

B. Joani Morris to check with Suntrust about any fees transferring to First Data.

C. Mary Sneed made a motion to follow and incorporate the State of North Carolinas ethics policy and was seconded by Rick Spaulding. The motion was carried by a vote of 3-0.

D. Rick Spaulding made a motion to join the Chamber of Commerce and was seconded by Mary Sneed. The motion was carried by a vote of 3-0.

E. Discussion of new schedule for employees was tabled until the next meeting in March.

With no further items of discussion a motion was made by Mary Sneed and seconded by Rick Spaulding to adjourn the meeting. The motion was carried by a vote of 3-0 and the meeting was adjourned at 4:40 pm.

Olav P. Lund

Board Chairperson

Tommy Snijman

General Manager

**SALES REPORT
FEBRUARY 1011**

Sales for February 2011.....\$103,269.00

Wine & Mixer Sales.....\$271.31
(not included above)

Sales for February 2010.....\$103,746.00

A decrease of 0.46%.....-\$477.00

The State was up 1.32%

Black Mountain ABC
Profit & Loss
February 2011

	<u>Feb 11</u>
Ordinary Income/Expense	
Income	
401 · Liquor Sales	103,277.08
402 · Wines & Mixer Sales	271.30
Total Income	<u>103,548.38</u>
Cost of Goods Sold	
631 · NCDR 30% Excise Tax	22,488.00
632 · County Rehab Tax - 5 Cent per	371.66
601 · Sur Tax/Bailment	897.00
608 · Cost of Goods Sold	52,318.66
Total COGS	<u>76,075.22</u>
Gross Profit	27,473.16
Expense	
701 · Salaries and Wages	10,455.58
704 · Per Diem Board Members	175.00
705 · Payroll Tax	16,172.84
706 · Retirement	483.04
707 · Employee Hospital Insurance	2,592.06
710 · Rent of Equipment	37.86
711 · Depreciation	675.00
712 · Building Repairs & Maintenance	40.00
713 · Equipment Repairs & Maintenance	157.00
714 · Utilities	883.23
715 · Telephone	192.86
720 · Insurance	326.17
722 · Store Supplies	247.38
730 · Office Supplies	26.67
738 · Postage	44.00
742 · Dues and Subscriptions	180.00
775 · Bank Service Charges	218.27
776 · Bank Charges/Credit Cards	1,884.48
780 · Miscellaneous	201.50
Total Expense	<u>34,992.94</u>
Net Ordinary Income	-7,519.78
Other Income/Expense	
Other Income	
410 · Interest Income	9.25
Total Other Income	<u>9.25</u>
Net Other Income	9.25
Net Income	<u><u>-7,510.53</u></u>

**TOWN OF BLACK MOUNTAIN
ABC BOARD MEETING
MARCH 17, 2011**

The Town of Black Mountain ABC Board held its monthly meeting on March 17, 2011. Attending the meeting were Board members Mary Sneed, John Sobol and Rick Spaulding. Terry Griffin, Michael-David Dyer, Randy Reece and Joani Morris also attended. It was determined that a quorum was present and the meeting was called to order at 3:00 pm by Chairperson Mary Sneed.

Randy Reece read the minutes from the previous meeting along with the sales report for February, 2011. With no additions or corrections, the minutes were approved unanimously by the Board.

ITEMS OF DISCUSSION;

1. Old business:

- a. Discussion of checking on the status of monies paid to Employment Security Commission for unemployment benefits provided to David Turbyfill and Kenneth Teague
- b. Reiteration of store not paying next distribution to the town due to resulting financial status after having paid so much to Employee Security Commission
- c. With Blue Cross/Blue Shield's insurance premiums going up for employee coverage, and following some discussion about alternative coverage, a motion was made by Mary Sneed to insure (for one year) with Municipal Ins. Trust through N.C League of Municipalities Benefits Trust. The motion was seconded by John Sobol and was carried by a vote of 3-0 in favor of changing providers.
- d. Brief discussion of Precision Graphics tardiness in responding to the store with sign proposals, and a decision by the Board to abandon the idea of a road sign
- e. Joani Morris explained to the Board that employee pay has gone up as a result of having hired Ken Curtis.
- f. Following discussion of securing multiple estimates it was determined that with those estimates we commission a company to clean the showroom carpet.
- g. Having received a proposal from Tony Nix to replace lighting fixtures in the showroom, the Board decided that an additional proposal would be prudent and that Rick Spaulding would investigate other ABC stores to get some idea of the most effective and cost efficient lighting available. Securing a proposal from a lighting company out of Charlotte was also discussed. The Board elected to table this issue pending further investigation
- h. Dumpster:
 - Waste Management has proposed a \$53.00 per month savings on handling the stores trash service
 - GDS to present a proposal to match or beat that proposal

- Terry Griffin to investigate whether or not the Town of Black Mountain would pick up the stores trash
- Parking lot needs sealing... Terry Griffin to secure (2) estimates
- It was decided to donate out-dated office computer equipment to local charity
- Employee schedule issue tabled until April Board meeting
- On the issue of who will be authorized to use stores credit card, a motion was made by Mary Sneed and seconded by John Sobol to authorize Terry Griffin, Randy Reece and Joani Morris. The motion was carried by a vote of 3-0 in Favor

New business:

- a. Some discussion of getting a shredder for the office

With no further items of discussion a motion was made by Mary Sneed and seconded by John Sobol to adjourn the meeting. The motion was carried by a vote of 3-0 and the meeting was adjourned at 4:15 pm.


Board Chairperson


General Manager

3:23 PM
04/11/11
Accrual Basis

Black Mountain ABC
Profit & Loss
March 2011

	<u>Mar 11</u>
Ordinary Income/Expense	
Income	
401 · Liquor Sales	112,380.41
402 · Wines & Mixer Sales	298.81
Total Income	<u>112,679.22</u>
Cost of Goods Sold	
531 · NCDR 30% Excise Tax	22,929.00
532 · County Rehab Tax - 5 Cent per	372.33
601 · Sur Tax/Ballment	1,105.86
608 · Cost of Goods Sold	56,679.12
Total COGS	<u>81,086.10</u>
Gross Profit	31,593.12
Expense	
701 · Salaries and Wages	10,817.70
704 · Per Diem Board Members	175.00
705 · Payroll Tax	827.56
706 · Retirement	483.04
707 · Employee Hospital Insurance	2,592.06
710 · Rent of Equipment	37.86
711 · Depreciation	675.00
713 · Equipment Repairs & Maintenance	57.24
714 · Utilities	819.15
715 · Telephone	405.02
720 · Insurance	328.17
722 · Store Supplies	371.65
730 · Office Supplies	615.52
738 · Postage	4.20
775 · Bank Service Charges	276.14
776 · Bank Charges/Credit Cards	1,756.97
780 · Miscellaneous	229.50
Total Expense	<u>20,469.78</u>
Net Ordinary Income	11,123.34
Other Income/Expense	
Other Income	
410 · Interest Income	13.32
Total Other Income	<u>13.32</u>
Net Other Income	13.32
Net Income	<u><u>11,136.66</u></u>

**TOWN OF BLACK MOUNTAIN
ABC BOARD MEETING
APRIL 21, 2011**

DRAFT

The Town of Black Mountain ABC Board held its monthly meeting on April 21, 2011. Attending the meeting were Board members Mary Sneed, John Sobol and Rick Spaulding. Terry Griffin, Randy Reece and Joanie Morris also attended. It was determined that a quorum was present and the meeting was called to order at 3:00 pm by Chairperson Mary Sneed.

Randy Reece read the minutes from the previous meeting along with the sales report for March, 2011. With a spelling error corrected the minutes were approved unanimously by the Board.

ITEMS OF DISCUSSION;

1. Old Business:

A. Rick Spaulding discussed the Employment Security Commissions continuing investigation of two former employees. And will keep the Board informed of any progress.

2. New Business:

A. Terry Griffin read an estimate from Grindstaff Electric for lighting in the showroom, Doug Grindstaff was present to answer questions.

B. Rick Spaulding discussed having Laurie Lee from the ABC Commission come in and give advice on modernization and improvements to the store. The discussion was tabled after the debate of having the Commission here was not agreed upon.

C. Joanie Morris discussed Compliance software needed for credit card transactions in our current system. Rick Spaulding made a motion to buy the software and was second by Mary Sneed, The motion was carried by a vote of 3-0 in favor.

D. Rick Spaulding made a motion to appoint Joanie Morris as Deputy Finance Officer and was second by Mary Sneed. The motion was carried by a vote of 3-0 in favor.

E. The Board discussed having unemployment insurance for the store, the item was tabled until further discussion and cost.

F. Randy Reece discussed having MXB (mixed beverage) software and setup for the store. Mary Sneed made a motion and was second by Rick Spaulding to purchase software and tools necessary, The motion was carried by a vote of 3-0 in favor.

With no further items of discussion a motion was made by Mary Sneed and second by John Sobol to adjourn the meeting. The motion was carried by a vote of 3-0 and the meeting was adjourned at 4:45 pm.

Board Chairperson

General Manager