

Warren County ABC Board Minutes for January, 2018

The Warren County ABC Board met on January 11, 2018 at 9:00 am in the conference room of the Norlina ABC Store. Attending the meeting was board chairman Victor Hunt, board member Clarence Jones, finance officer Jamie Williams, former finance officer Susan Brown, general manager Larry Spruill, and Michael Kilian President of Kilian Engineering, Inc.

The meeting was called to order by Mr. Hunt, followed by the reading of the Conflict Of Interest Disclaimer. With no conflict the meeting continued.

Next the agenda was presented and adopted on a motion made by Mr. Hunt and seconded by Mr. Jones.

Following that, the board reviewed the minutes of the previous meeting. The minutes of the December meeting were amended to reflect the following change. Instead of the minutes reading "a motion was made by Mr. Pelfrey for the stores to close the days mandated by the state, as well as Martin Luther King, Jr. holiday and the day after Christmas," the minutes were changed to read that "the motion was made by Mr. Pelfrey to close the days mandated by the state, and the day after Christmas. A motion was then made by Mr. Jones and seconded by Mr. Hunt to accept the amended minutes.

Next Mr. Kilian of Kilian Engineering, Inc. gave a progress report on the construction of the new Lake Gaston Store. Mr. Kilian said the building is coming along as expected, with all of the framing being completed by January 12, 2018. He also informed the board of some minor cracking in the asphalt of the road being used to deliver materials (Still Water Creek Drive). Also, there was a brief discussion about the additional expense of changing the driveway entrance to the new store. It was determined that by using tile shingles instead of the metal roofing, the monies saved could help offset some of the expense of the changed driveway entrance plan. A motion was made by Mr. Jones and seconded by Mr. Hunt to change from a metal roof to a shingled roof, with Mr. Kilian and staff determining the color of the shingle to be used. The motion was seconded by Mr. Hunt. Mr. Kilian next presented the board with an assortment of colors of floor tile with the board deciding on a light grey color. Lastly, Mr. Kilian changed the stocking date of the new store from March 1, 2018 to April 1, 2018, taking into account any occurrences that may cause delay.

Next the board reviewed the financial report for November 2017 presented by Ms. Williams.

Next, the general manager discussed hiring employees for the new store at Lake Gaston. There was some discussion concerning the number of employees needed. Also, it was suggested by the board that the store clerk position should be advertised in the local paper for a couple of weeks. After more discussion it was determined by the board that the general manager present the board with a job description for clerks to be hired, as well as a plan of how many hours are to be worked by the employees of the store at the next meeting.

The board tabled the adoption of a overage or shortage policy until next meeting. This policy would cover how shortages or overages at the cash registers are handled.

Lastly, a motion was made by Mr. Jones and seconded by Mr. Hunt to close stores here in observance of the Martin Luther King, Jr. Holiday.

The board then adjourned at 11:30 am.

Respectfully submitted by

Larry C. Spruill: General Manager
Warren County ABC Board