

Warren County ABC Board Minutes For September 2018

The Warren County ABC Board met on September 6, 2018 in the conference room at the Norlina ABC Store. Attending the meeting was board chairman Victor Hunt, board member Steve Pelfrey, finance officer Jamie Williams, and general manager Larry Spruill

The meeting was called to order by Mr. Hunt. A motion to approve the agenda was made by Mr. Pelfrey and seconded by Mr. Hunt.

Next a motion was made by Mr. Pelfrey and seconded by Mr. Hunt to approve the minutes of the prior meeting as written.

The next topic for discussion was those items still not complete at the Lake Gaston Store. There were three things of interest that the board deemed were still incomplete .The first thing concerns the lintel at the entrance of the building. It was decided by that board that Mr. Jones would look at the lintel to make sure the problem had been corrected .The second thing was the reseeding of the grounds around the store. The general manager had spoken to our contracted lawn service person concerning the reseeding and suggested that he talk to the person responsible for the reseeding to avoid the action being done twice. This was especially important since reseeding the grounds was a part of the contract for store construction. Holt Willis, of Ridgescapes Lawn care, said he knew the person and would be in contact with him to see when the reseeding would occur. The third item of concern was concerning the rain water coming into the building at the entrance. The contractor, Michael Hurt, said he would have to replace the concrete section at the entrance to allow the water to drain in a different manner. The work would be done within the next two weeks and that customers would have to use the emergency door on the end of the building to enter and exit until the concrete sidewalk is repaired. It will take no more than two days to complete the work.

Next the board asked the general manager to contact other ABC systems in

the state concerning employee evaluation forms they are using. The general manager, after the last board meeting, found and sent several types of employee evaluation forms used in employee evaluation. The board, after reviewing those that had been sent, suggested looking at evaluation forms used by other ABC systems. The general manager agreed to reach out to the state commission to get what they have concerning employee evaluation forms.

Next the board heard the finance officer review the financial report. With no questions the meeting continued.

Lastly the board asked the general manager to contact the state commission to ask for a standard procedure for doing the physical count for inventories at both store locations.

After a brief discussion the board decided to meet on its regular scheduled meeting date, November 1, 2018

With no other business the board adjourned at 11:30 am.

Respectively Submitted by
Larry C. Spruill : General Manager