

## ANGIER BOARD OF ALCOHOL CONTROL

### AGENDA

March 21, 2024, 7:00 p.m.

ANGIER BOARD ROOM

1. Call to Order  
Prayer – Board Member Mr. Tom Taylor  
Pledge of Allegiance  
In accordance with GS 18B-201, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflicts.  
Does any member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today?
2. Any additions to Agenda
3. Approval of Agenda
4. Consent Agenda.
  - a. Approval of February 8, 2024, Minutes and approval of February 19<sup>th</sup>, 2024 closed session minutes
5. Public Comment

#### Old Business

1. Update on purchase of plastic pallets/crates for warehouse to use on floor under cases. (Purchase was approved by the board on 2/8/2024)
2. Update on the finance operations personnel search and where we stand on General Manager Job description.
3. CCTV System Upgrade
4. New Hot Water Heater – further bids needed?
5. AED Unit and CPR Training
6. Open AP including IRS Payment past due

#### New Business

1. Sub committees for more efficient problem solving for ABC Store  
**Finance Sub Committee – Tom Taylor and Joe Langley**
  - a. FYTD financials and current forecasted profit margin for current fiscal year
  - b. Discussion and vote on General Manager Job Posting
  - c. Discussion and vote on Finance Officer Job Posting
  - d. Discussion of physical inventory count for warehouse as well as internal audit of books by NC ABC (standard quarterly audit)  
**Personnel – Dan Simon and Fran Bishop**
  - a. Personnel Manual – Employee Handbook
  - b. New and existing employee training – setting expectations.  
**Governance – Joe Langley and Dennis Gilby**
  - a. Angier ABC Board – Board Members outside affiliations and disbursements form
  - b. General code of conduct and expectation for ABC Board members

Move to closed session per NC GS 143-318.11 to discuss personnel matters.

#### Comments from Board

#### Meeting Adjournment.