# Durham County ABC Board Meeting Minutes for November 18th, 2025

The Durham County ABC Board met at the administrative office, located at 3620 Shannon Road, Suite 200, on the 18th day of November 2025.

Board Chair, Daniel Edwards called the meeting to order at 5:30 p.m.

**Conflict of Interest Review and Declaration**
Chairman Edwards 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 any matter. All Board members verbalized that they have reviewed the agenda and do not have any conflicts.

In attendance were, Board Chair Daniel Edwards, Board Members Donald Lebkes, Gale Adland, Frachele Scott, Ryan Urquhart and Board Attorney, George Miller III. General Manager Lou Sordel, Assistant General Manager Deborah Warren, Operations Manager Michael Mitchell, Fiscal Services Director Rachel Wadsworth, Human Resources Director Tristin Coleman, Digital Strategist Ikzuri Garcia-Banda were also in attendance. Special Agent Bryana Williams from ABC Law Enforcement joined us via Zoom. Also present via Zoom were two Durham County citizens, Hanbo Chen and James Royster.

**Consent Item**

Board member, Frachele Scott made a motion to approve October 21st, 2025, Board minutes and Donald Lebkes seconded the motion. All of the Board members approved the October 21st Board meeting minutes. There was no public comment.

## Public Comment

Chairman Daniel Edwards addressed the public and asked if anyone was present and if they had any comments. There were two Durham County citizens that were present via zoom during the meeting. They were Hanbo Chen and James Royster of Durham N.C. They both only wanted to listen in on our Board meeting and learn our process. No public comments were made.

## Special Agent Bryanna Williams (ALE)

**North Carolina Alcohol Law Enforcement**

**Summary of Activities**

**October 2025**

Checks at ABC Stores: 27

ABC Outlet Inspections MBX: 22

ABC Outlet Inspections Other: 8

Alcohol Education: 1

ABC Violations submitted to ABCC: 2

Total Arrests: 27

Total Charges at Permitted Outlets: 28

Total Charges at Non- Permitted Outlets: 34

Total Misdemeanor Charges: 46

Total Felony Charges: 16

**On Thursday, October 2, 2025**, District IV Special Agents conducted an ABC inspection at Bull city Burger Bar, located at 107 E Parrish St, Durham. During the course of the inspection the business was found to be in possession of spirituous liquor bottles not bearing the tax stamp. A violation report was subsequently submitted for the incident.

**On Thursday, October 9, 2025**, District IV Special Agents conducted an ABC inspection at CoCo Vice, located at 3400 Westgate Drive, Durham. During the inspection the business was found to in violation of employing unlicensed armed security. In the parking lot, several of the patrons were found to be consuming alcoholic beverages and in possession of controlled substances indicative of selling controlled substances. As a result, the employee and patrons involved were arrested and/or cited for the appropriate violations, and an ABC violation report submitted to the ABC Commission for the incident.

**On Wednesday, October 22, 2025**, District IV Special Agents and Durham County Sheriff office executed a search warrant at a residence on Brandon Road, Durham to located two fugitives from justice who owned the business known as Royale Smoke, located 204 N Hardee Street, Durham. During the execution of the search warrant approximately 2100 grams of schedule I controlled substance was located in the residence. As a result, the two fugitives were arrested and charged additionally with drug trafficking offenses.

**General Manager, Lou Sordel**

Mr. Sordel gave a quick update on the purchase of the new Ellis Road location that we are moving forward with. This will be a new location that will be built in Durham County. Paul Young from DTW Architects has already submitted the site plans to the engineers. More information will follow in the future.

Mr. Sordel announced the opening of the new Store 4 location at 2525 Page Road in Morrisville. He stated that the opening was a huge success and we had a team of about 32 employees to help move the entire store to its new location in one day. Mr. Sordel noted that we are waiting for the permanent light poles to be installed, ABC store signage and the building plaque. Once these things are

installed, we will schedule a ribbon cutting ceremony. We will have two separate events. We will have a Grand opening for customers with a grand allocation drop. Then when every detail is completed, we will have a ribbon cutting event that will include the NCABC Commission, DCABC Board members, and Durham city and county officials. We will be completely out of the old location by December 8th, 2025. Salisbury Construction was great to work with, and they finished this store before the deadline. We are very happy with the completion of this store. Also, a special thanks to Mr. Young and his team with DTW Architects for doing such a great job working on this new store build. Mr. Sordel acknowledged and thanked all of the Board members, store employees, warehouse employees and admin staff for making the opening of this new location such a great success.

The next project for us will be a new store on Ellis Road in Durham. After this store is built, we will start rebuilding the location on Hope Valley Road in Durham. We will also extend the lease by 5 years at our store 14 location on West Highway 54 upon the Boards approval.

Mr. Sordel also thanked Lisa Gosselin for managing the new phone system and internet installation for the entire company. We have switched from 8x8 Phone Company to Spectrum Business for our phone and internet services.

Mr. Sordel reviewed the inventory analysis report with the Board and stated that gift set for the holidays are in stock and selling fast. We are in a good place with our inventory levels in the warehouse and in stores.

**Deborah Warren, Assistant General Manager**

Mrs. Warren talked about the new store 4 opening and showed pictures of the progression.

She also updated the Board on some of the special events that happened and followed up with pictures of these events. On October 30th we attended a ribbon cutting ceremony for a new home that was remodeled for Jubilee Home in Durham. Jubilee Home is a nonprofit organization that we sponsored via our Grant program. This organization helps bridge the gap between incarcerated

people and helps them achieve full independence. Our sponsorship helped them put a downpayment on their first home for women.

Mrs. Warren also talked about our visit to the NC State Fair on October 23, 2025. We attend the NC State fair alongside the NCABC Commission to create public awareness about drinking and driving and how alcohol impairs your judgement and physical ability.

Mrs. Warren showed a slide show of pictures and videos of the phases in building the new store at 4 location at 2525 Page Road in Morrisville. Mr. Sordel noted that the blueprints were read incorrectly for the type of entry sliding doors we wanted. The correct door has been ordered, and it will be installed at the contractor's expense.

We also announced Keisha Lee as our employee of the year. Keisha is the Assistant Store Manager at store 10 on Highway 55.

We held several Bourbon drops and seven in-store tastings during the month of October. All were a great success.

**Fiscal Services Director, Rachel Wadsworth**

Mrs. Wadsworth discussed the October retail sales, mixed beverage sales, sales by location, bottle comparison report, sales comparison by county and the weekly banking reports with Board members.
Our budgeted sales for October 2025 were $5,737,827.00 and our actual sales were $5,628,131.00 during October, which is a shortfall of $109,696.00 or -1.91% compared to the prior year. The actual MXB sales decreased by $16,093.00 or 1.22%. Our wines sales were $2,571.60 This is an increase of $309.00 compared to last year. We ranked fourth among the nine comparative boards (Cumberland, Orange, Wake, Mecklenburg, New Hanover, Greensboro, Triad, and Asheville). Overall, the statewide sales have increased by 2.51% and Durham County increased by 0.54 % during October. Our overall YTD sale numbers decreased by $56,448.00.

Mrs. Wadsworth also shared business account information, profit distribution levels, and our financial status after our monthly bills are paid.

Mrs. Wadsworth reviewed the Bank Analysis report and our cash management fund with the Board. Our balances are lower in these accounts mainly due to the construction costs for the new store 4 on Page Road, the purchases of holiday items and increasing our inventory levels for the holiday season.

**MXB Operations Manager, Michael Mitchell**

Mr. Mitchell stated we did not receive any new mixed beverage accounts during October. Mixed beverage sales were $1,300,416.00 and our retail sales were $4,327,715.00 during October. He stated that retail liquor sales increased by $46,345.00 and there was a decrease of $16,093.00 in Mixed Beverage sales compared to last October. The total sales during October were $5,628,131.00. We had an overall increase of $30,251.00 during the month of October. Mr. Mitchell also reviewed the sales numbers for the first half of the month of November. He also stated that we are ready for the holiday season. He said store 4 sales in the new location are great and he feels this store's sales will continue to increase because of the new location.

**Digital Strategist, Ikzuri Garcia-Banda**

Ms. Garcia-Banda reviewed the changes and updates to our new website. She has updated the Board meeting minutes, financial reports and our allocated Bourbon distribution policy on our website. We will also have a QR code displayed at each store that customers can scan. The QR code will take them to DurhamABC.com/bourbon where they will find our policies, allocated drop information and information about our annual lottery.

Board member Ryan Urquhart mentioned that we should add a pause option to the videos and moving banners on our website. This will help people with motion or disability issues.

**Human Resource Director, Tristin Coleman**

Mrs. Coleman and the team have updated and organized our employee manual, workplace policies, allocation policy, organizational flow chart and job descriptions. Our Board Attorney George Miller III has reviewed the employee manual and feels it is complete with the recent changes. The Board approved the employee manual changes with the approved appendices. Gale Adland made a motion to approve the changes to the employee manual and Donald Lebkes seconded the motion and the Board approved it unanimously.

Mrs. Coleman is actively reviewing candidates for evening part-time employment in several stores. We are currently fully staff with full-time positions.

**Adjournment**

Board Member, Frachele Scott, made a motion to adjourn the Board meeting, and Donald Lebkes seconded the motion to adjourn. All Board members approved without objection, and the meeting adjourned at 7:10 PM. All of the Board members and Mr. Sordel went into closed session.

Approved by: Donald Lebkes

Daniel Edwards, Board Chair

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