

**Minutes of the Meeting
September 15, 2014**

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard, on the 15th day of September, 2014.

Board Chair, Wayland Burton, called the meeting to order at 5:30 p.m.

Board members Deirdre Guion, Norwood "Andy" Miller and Robert "Bob" Nauseef were present. General Manager Barry Sessoms and attorney George W. Miller, Jr. were also present. Perlie Davis, Support Services Director for Durham County ABC, Rufus Sales, Chief of Durham County ABC Law Enforcement, Natausha Pettiford, Investigator for Durham County ABC Law Enforcement, and Barbara Walker and Ed Roberson with Roberson CPA Firm, PLLC were also in attendance.

Conflict of Interest Review and Declaration

Chairman Burton 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 the matter. All Board members verbalized that they do not have any conflicts.

Consent Items

Consent agenda items included the Board Attendance Report, Adoption of Agenda and Minutes of August 18, 2014 Special Board Meeting. Chairman Burton requested for the Minutes of the August meeting be corrected to reflect that the August meeting was a regular meeting and not a special Meeting. Mr. Miller motioned to accept the consent agenda items with the correction to the August meeting minutes and the Board approved without objection.

General Business

Public Comment

Chairman Burton stated that there are not any members of the public present this evening.

Law Enforcement Report for August 2014

The Board did not have any comments or questions regarding the law enforcement report as submitted with the agenda. Mr. Burton requested a motion to accept the law enforcement report and summary as stated and to have it included in the minutes of the meeting. Dr. Guion motioned to accept the law enforcement report and summary. Mr. Miller seconded the motion and the Board approved without objection.

Financial Reports for August 2014

The Board had a general discussion regarding the summary of income statement results for the month of August and accepted the financial reports for the month of August as included in the agenda. Chairman Burton requested for the financial summary to be included in the minutes.

Ms. Walker reported to the Board on the auditor's report. Ms. Walker explained the process of the audit which included visiting all ABC stores and the administrative office to review reports and records. She reported that the audit went well and DCABC employees have met all requirements.

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Support Services Update

Chairman Burton stated that the Support Services Update was included in the agenda which includes the topics of website providers, tablets and the annual report. The Board had a general discussion regarding support services for DCABC.

General Manager's Report

- Vacant Lot on Knox Street
Mr. Sessoms reported to the Board an update on the Knox Street lot. He stated that the drawings have been submitted to City Planning and he is awaiting approval.
- Product Promo at Hillsborough Road Store
Mr. Sessoms reported to the Board that a production promotion was held at the Hillsborough Road store for a new white rum product made by Captain Morgan.

HR Report

Chairman Burton stated that the HR Report included in the meeting agenda is not a topic for discussion nor for voting on this evening but requested Board members review materials so this can be discussed at the next Board meeting. Any questions regarding the HR Report should be directed to Allyson Stevens and copied to all Board members.

Other Business

Mr. Burton requested a meeting with the General Manager, Chief of Law Enforcement and Board attorney for the purpose of discussing law enforcement activities. A meeting was scheduled on September 17.


Closed Business

Dr. Guion motioned for the Board to go into closed session per G.S. § 143-318.11(a): (3) consult with attorney, (5) facility leases or purchases and (6) personnel matters. Mr. Miller seconded the motion and the Board approved without objection.

Adjournment

Chairman Burton motioned to adjourn the meeting and the Board approved without objection.

Approved By:


Wayland Burton, Board Chair

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