

Durham County ABC Board

**Minutes of the Special Meeting
October 3, 2016, 5:30 p.m.**

The Durham County ABC Board met at the administrative office, 3620 Durham Chapel Hill Boulevard. The purpose of the meeting was to consider a personnel matter. Notice of the date, time, location and purpose of the meeting was published on September 28th, 2016.

Wayland Burton, Board Chair, called the meeting to order. Board members Norwood “Andy” Miller, Jacqueline Wagstaff and Lawrence Daye were present. Acting General Manager Rufus Sales was also present.

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 that were known to be coming before the Board and, if so, does any Board member having a conflict wish to recuse him/herself from deliberating and voting on the matter. All Board members present verbalized that they do not have a conflict.

Chairman Burton stated that the reason for the meeting is to form a subcommittee to work on the search for General Manager and Assistant General Manager and decide whether to continue with the search group or perform a search internally. He requested whether Board members wish to participate in a search subcommittee. Board Members Wagstaff, Daye and Miller volunteered to participate in a subcommittee. Chairman Burton notified Board members that when three Board members confer, it qualifies as a quorum and therefore a Special Meeting must be noticed and convened.

Chairman Burton stated that the next item for Board discussion is regarding whether the Board wishes to go forward with utilizing services of personnel search group, Developmental Associates. He stated that Developmental Associates was selected by the Board at the June Board Meeting. Chairman Burton notified the Board that although Board Members Miller and Rocha-Goldberg have previous professional relationships with Developmental Associates, it has been determined that there is not a conflict of interest.

The Board had a discussion regarding DCABC versus Developmental Associates performing the search for General Manager and Assistant General Manager positions and the costs associated with hiring a search group. Ms. Wagstaff motioned for DCABC to perform the search internally to avoid the exorbitant costs of contracting with a search group. Mr. Daye seconded the motion and the motion passed with a 3-1 vote.

Chairman Burton motioned for the meeting to adjourn and the Board unanimously approved.

Approved By: _____


Wayland Burton, Board Chair