

**Minutes of the Special Meeting
November 30th, 2021**

The Durham County ABC Board met in person and virtually via Zoom Meetings on the 30th day of November 2021.

Chair Edwards called the special meeting to order at 5:35 p.m.

Board Members Donald Lebkes, Gale Adland and Ryan Urquhart, Interim General Manager Misty Walters, and Durham County ABC Attorney George Miller III were present in the room. Board Member Frachele Scott was present via Zoom. Stephen Straus, President and Co-Founder of Developmental Associates, and Chappell Carter, Senior Consultant with Developmental Associates, were also present via Zoom.

Conflict of Interest Review and Declaration

Chair Lebkes 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 have reviewed the agenda and do not have any conflicts.

Closed Session

Board Member Adland motioned to move to closed session. Mr. Lebkes seconded. The Board moved into closed session.

General Business

The board met to discuss a closed session personnel matter.

Open Session

The Board returned to open session at 6:50pm. Board Member Lebkes made a motion to approve the action taken in closed session and Ms. Adland seconded the motion. The Board approved unanimously. The Board announced publicly that DCABC Board has agreed to retain Developmental Associates to serve as the search firm to identify the new General Manager of Durham County ABC on terms agreed upon during the closed session.

Approved By: _____



Daniel Edwards, Board Chair