

**ANGIER BOARD OF ALCOHOL CONTROL**  
**MINUTES**  
**July 13, 2023 6:30 pm**  
**ANGIER BOARD ROOM**

A called meeting of the Town of Angier ABC Board was held on July 13, 2023 at the Angier Board Room.

Members Present and/or Participating:

Brian Hawley  
George Price Jr.  
Howard Babbitt, Member  
Tim Thompson, Member  
Mike Hill, Member

Others Present:

Maggie Sandrock , General Manager  
Chip Hewitt, Board Attorney

Board Chair, Brian Hawley, called the meeting to order at 6:30 p.m.

1. Tim Thompson, Board Member, opened the meeting with a prayer.
2. All in attendance said the Pledge of Allegiance.
3. In an effort to avoid any possible conflicts, Board Chair, Brian Hawley read the following ethics reminder:

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?
4. Board members reported no conflicts.
5. Board Chair, Brian Hawley, opened the floor for additions to the agenda. Board Member Price moved to change agenda adding item 4 under new business 4. Discuss Closed Session Format. The vote was 3 in favor and 1 opposed.
6. Board Chair, Brian Hawley opened the floor for the consent agenda. During discussion of minutes from June 20, 2023 Closed session, Board Chair Hawley indicated the need to go to closed session to discuss these minutes.
7. Motion made by Board Member Price to approve Closed Session minutes from June 8, 2023 minutes, as amended, June 8, 2023 Regular Meeting Minutes and June 20, 2023 Public Budget Meeting Minutes. The vote was unanimous (4-0)
8. Board Member Price made a motion to amend the agenda adding, under new business, Item 5. Move to closed session per NC143.318.11 A6. The vote was unanimous. (4-0)

9. Board Chairman, Brian Hawley opened the floor to discuss Angier ABC Board disbursements per GS 18B-805 and Angier Town Policy 3-31 to 3-33. Mr. Chip Hewitt, the Board Attorney, was present for this discussion. After discussion of both policies and how they work together, consensus was for Board Attorney, Mr. Hewitt to reach out to Town Attorney Dan Herzog and Harnett County Attorney Dwight Snow for clarification of Town of Angier ABC Disbursement policy as well as status of the Angier County Library as it relates to Town of Angier ABC Disbursement Policy 3-31,3-32 and 3-33. Consensus was reached for the Board to reach out to the Town of Angier Board of Commissioners to review and amend the Town of Angier ABC Disbursement policy to comply with the updated GS 18B-805 and clarify local ABC disbursement policy 3-31 to 3-33.

10. GM updated board on purchase of AED Defibrillator. AED due to arrive Monday the 17<sup>th</sup> of July. Upon receipt, GM will schedule employee training for proper use.

11. GM updated Board Members on Dock Covering. Ricky Temple Construction advised that due to setback requirements, there is the possibility that the ABC Board would need to complete a survey regarding solution. Consensus was for GM to reach out to the Planning Director for the town of Angier to discuss options.

12. GM updated Board Members on QuickBooks (QBs) data recovery and presented board with cost to move from desk top version to on-line version of QBs. The current cost for QBs PC is \$ 1200.00 per year, which includes the payroll feature. Cost for year would to \$2160.00 per year. Board Member Babbitt made the motion to approve the ABC Board moving to the online version of QBs. The vote was unanimous. (4-0)

13. GM updated Board Members on conference and addition of guests. All guests registered for the conference.

14. The Board Chair recognized Joe Langley for public comment. Mr. Langley presented a request to the Board for funding for the Robin Page Boys and Girls Club of Lillington. After some discussion of Mr. Langley's request and a discussion of a request for funding from the Angier Police Department for an upcoming event. Consensus was reached by the Board to split the remaining funds available for disbursement to Alcohol Education between the Robin Page Boys and Girls Club of Lillington and the Angier PD. Board Member Babbitt made the motion to disburse \$5,805.12 to the Robin Page Boys and Girls Club of Lillington with the stipulation that it only be used in Harnett County and \$5,805.12 to the Angier PD. The vote was unanimous. (4-0)

15. GM presented the Board with a quote for a Maintenance Agreement by Youngs Electric to maintain rooftop AC units. After brief discussion, consensus was for GM to get additional information regarding safety protocols of any company providing maintenance as well as ensuring Angier ABC named on companies Workers Compensation and General Liability policies. Board advised that if funds were available in the budget for an agreement, GM has the authority to engage company.

16. GM presented the current Retention Schedule and requirements for approval. Board Chair Brian Hawley advised the ABC Board has authority to approve the Retention Schedule and wants a destruction log maintained when documents are destroyed to include what documents were destroyed, date destroyed and signature of two witnesses. Board Member Hill made a

motion for the Angier ABC Board to authorize the use, by the Angier ABC Board, of the State Records Retention and Disposition Schedule for ABC Boards. The vote was unanimous. (4-0)

17. GM requested a discussion of Year End Bonuses and the Boards recommendations regarding continuation and method of calculation. Board Chair Hawley advises that he has the formulas used for 2022 bonuses and will forward them to the GM. After some discussion, the consensus was to continue bonuses based on merit, hours worked, and other criteria used in the last year. GM to research methods of awarding bonuses and bring recommendations to the Board.

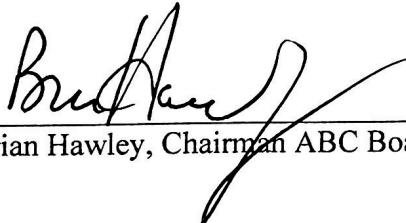
18. The Board discussed protocols for handling closed session meeting minutes. The Board reached consensus that all Closed Session minutes should be included in the Meeting Packet for approval and no longer emailed.

19. Board Member Price makes motion pursuant to NC 143-318.11 A6, to move to closed session for discussion of personnel matters at 8:15pm. The vote was unanimous. (4-0)

20. Board Member Thompson made a motion to return to open session at 8:21pm. The vote was unanimous. (4-0)

21. GM gave an update on sales, holiday ordering, and programs to increase sales.

22. Motion to Adjourn made by Board Member Thompson. The board voted unanimously to adjourn. (4-0)

  
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Brian Hawley, Chairman ABC Board

*Maggie Sandrock*  
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Maggie Sandrock, General Manager