

**ANGIER BOARD OF ALCOHOL CONTROL  
MINUTES  
January 12, 2023, 6:30 p.m.  
ANGIER BOARD ROOM**

A called meeting of the Town of Angier ABC Board was held on January 12, 2023 at the Angier Board Room.

Members Present and/or Participating:

Brian Hawley, Chairman  
Howard Babbitt, Member  
George Price Jr, Member  
Courtney Jusnes, Member  
Ray Levert, Member

Others Present:

Shawna Mason, General Manager of Product/Inventory Control  
Christina Kazakavage, General Manager of Operations

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

1. Ray Levert, 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, Chairman 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?

No conflicts were reported.

4. Brian Hawley, Board Chairman opened the floor for additions to the agenda. Courtney Jusnes, Board Member requested that building safety be added to the agenda as new business item #6 and closed session be moved to new business item #7.
5. Board Chairman, Brian Hawley opened the floor for the approval of the agenda.

Board Action: The Town of Angier ABC Board voted unanimously to approve the agenda with the addition of building safety as new business #6 and closed session as new business #7.

Motion By: Courtney Jusnes  
Vote: 4-0, unanimous

6. Board Chairman, Brian Hawley opened the floor for the consent agenda. The Board reviewed the December 8, 2022 called meeting minutes. There were no amendments requested. Board Members Courtney Jusnes and Ray Levert did not vote due to not being board members at the time the December 8, 2022 meeting took place.

Board Action: The Town of Angier ABC Board voted unanimously to approve the December 8, 2022 called meeting minutes.

Motion By: George Price Jr  
Vote: 3-0, unanimous

7. Brian Hawley, Board Chairman opened the floor for discussion of the Angier ABC Board Member's required ethics training. All Board Members should have their training completed by Saturday, January 14, 2023.

8. Board Chairman, Brian Hawley opened the floor for discussion of the store's employee training. The Board would like to provide the ethics training to all staff so that they may be brought up to date on ethical standards. Ethics training should be completed by all staff members within the next 60 days and for new hires it should be completed within 60 days of hire.

Board Action: The Town of Angier ABC Board voted unanimously provide ethics training to all current staff members within the next 60 days and within 60 days of hire for all new hires.

Motion By: Howard Babbitt  
Vote: 4-0, unanimous

9. Brian Hawley, Board Chairman opened up the floor for discussion of animals on store grounds. After discussion, the Board decided to work on creating a policy that would restrict non-ADA compliant service animals from being in the Angier ABC building. Chairman Hawley will write the policy and bring it before the Board when completed.

Board Action: The Town of Angier ABC Board voted to move forward in creating a policy to restrict non-ADA compliant service animals from the Angier ABC building.

Motion By: George Price Jr  
Vote: 3-2, Chairman Hawley was the tiebreaker

10. Board Chairman, Brian Hawley opened the floor for discussion of updating the policy for the hiring and firing of employees. Chairman Hawley requested approval from the Board to modify the policy so that the General Manager is responsible for hiring and firing the staff. After discussion, the Board approved Chairman Hawley moving forward with the policy modification.

11. Brian Hawley, Board Chairman opened the floor for the discussion of a budget amendment. Christina Kazakavage, General Manager of Operations presented the Board with a budget amendment to increase the General Insurance account and decrease the Dues & Subscriptions account. George Price Jr, Board Member requested to be recused on voting for the budget amendment.

Board Action: The Town of Angier ABC Board voted to recuse George Price Jr, Board Member from voting on the Budget Amendment.

Motion By: Courtney Jusnes  
Vote: 3-0, unanimous

Board Action: The Town of Angier ABC Board voted to approve the presented budget amendment.

Motion By: Howard Babbitt  
Vote: 3-0, unanimous

12. Board Chairman, Brian Hawley opened the floor for discussion of store safety. Courtney Jusnes, Board Member informed the Board that when she came in to drop off paperwork she tripped on the carpet in the office. After discussion, the Board decided to move forward with accepting bids to replace the office carpet with lvp flooring.

Board Action: The Town of Angier ABC Board voted to move forward with accepting bids from contractors to replace the office carpeting with lvp flooring.

Motion By: Howard Babbitt  
Vote: 4-0, unanimous

13. Comments from the Board:

Board Member Howard Babbitt informed the Board that Casey Adams, Customer Service Manager had his 10 year anniversary as a full-time employee. Mr. Babbitt also told the Board that the ABC system is up 8%.

Board Member George Price Jr informed the Board that he would not be resigning from the Board at this time.

Board Chairman Brian Hawley requested that the General Managers follow-up on potential approved investment accounts by the February meeting if possible. Chairman Hawley also informed the Board that there is a possibility of an ABC warehouse in Harnett County. Mr. Hawley stated that he had been discussing with Senator Jim Burgin regarding Good Hope and potentially trying to work with the other ABC Boards in Harnett County to have a portion of alcohol education and rehabilitation distributions go to their programs. Chairman Hawley also would like for the Board to discuss wages & salaries in the February meeting.

Board Member Howard Babbitt requested that the Profit & Loss Statement for the month and fiscal year-to-date be provided to the Board.

Christina Kazakavage, General Manager of Operations informed the Board that the auditor is currently working on the Q2 financial audit.

Board Member George Price Jr asked about the status of the SDS book, CPR certifications, and safety manual in the store. Mr. Price requested that an outside safety firm do an audit, that there be someone CPR certified on every shift, and that a SDS book be hung on the wall.

Board Chairman Brian Hawley gave the Board an update on the interpersonal communication class for full-time employees.

14.a. With no further business in open session, the Board entered into closed session in pursuant with G.S. 143.318.11. (a)1 and (a)6 for personnel matters at 8:00 p.m.

Board Action: The Town of Angier ABC Board voted unanimously to enter into closed session to discuss a personnel matter in accordance with G.S. 143-318.11. (a)1 and (a)6.

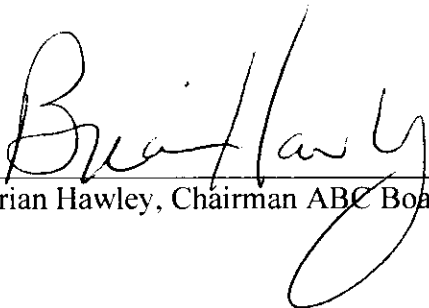
Motion By: George Price Jr  
Vote: 4-0, unanimous

14.b. The Town of Angier ABC Board reconvened in open session at 9:04 p.m.

15. Adjournment: With no further business, the meeting was adjourned at 9:05 p.m.

Board Action: The Town of Angier ABC Board voted unanimously to adjourn at 9:05 p.m.

Motion By: Courtney Jusnes  
Vote: 4-0, unanimous

  
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Brian Hawley, Chairman ABC Board

  
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Shawna Mason, General Manager