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Belville ABC Board

Joseph "Joe" Henson, Chairman
Tilita "Lee" Alexander, Vice Chairwoman
John Crowder
Richard Trexler
Robert "Gene" Ward

Belville ABC Board Regular Meeting
63 River Road
Belville, NC 28451
March 18, 2025
6:30 PM

Attendees:

Chairman- Joseph Henson
Vice Chairwoman -Tilita Alexander via Telecommunications
Member – Richard Trexler
Member - John Crowder
Member - Gene Ward
Attorney - Jim Eldridge

Staff: Tia Clemmons – General Manager
Alexa Causey – Store Manager

Staff Absent:

None

1. CALL TO ORDER

The meeting was called to order at 6:33 p.m. and began by reciting the Pledge of Allegiance.

2. APPROVAL OF THE AGENDA

Member Richard Trexler made a motion to approve the agenda. Member Trexler also asked that under New Business 8D be added in reference to personnel salaries. The agenda was approved 5-0

3. APPROVAL OF THE MINUTES

Member Richard Trexler made a motion to approve the minutes of the January 24, 2025, meeting. The minutes were approved 5-0.

Member Richard Trexler stated that a change to the Regular Session on February 18, 2025, meeting minutes should reflect that a motion was made to come out of closed session. The minutes were approved with the as recommended correction.

Member Richard Trexler made a motion to approve the Closed Session meeting minutes. The minutes were approved 4-0. Vice-Chairwoman Lee Alexander could not vote due to not having a copy of the minutes.

4. PRESENTATIONS

Kaitlyn Kluger, Central District Manager, with ADP gave the ABC Board members an overview of the Payroll System Equipment she sells. It is a timekeeper system with additional features. It handles payroll, state and federal taxes, and can also do 1099 and W-2 forms. Other features include 401 K, health benefits, accrual of vacation and sick time. You

can enter employee names and salary in proper columns for pay dates and it is a next day pay system. The system integrates with Quick Books. Ms. Kluger did a demo for Chairman Joe Henson and Board Member Gene Ward. The other ABC Board Members have seen the demo previously. The company has an office in Wilmington, but Ms. Kluger works from her home. The company offers full customer service. There are no contracts, and the business can be canceled at any time. Attorney Eldridge asked for a proposal from Ms. Kluger. Mr. John Clark, in the audience, asked why the ABC Board was making a change. Chairman Joe Henson stated that the current company we are with is not responsive to us and they are more expensive than ADP.

5. PUBLIC COMMENTS

There were no public comments.

6. CLOSED SESSION

Member Richard Trexler made the motion to go into closed session at 6:53 pm in reference to Personnel of N.C.G.S. 143-318-11(a)(6). The motion was 5-0. Chairman Joe Henson came out of Closed Session and asked Manager Tia Clemmons to come into the Closed Session at 7:16 pm. The motion to come back into regular session at 7:34 pm was made by Member Richard Trexler at which time Attorney Eldridge stated that the Board had discussed Personnel matters. No votes and no actions were taken.

7. OLD BUSINESS

a. Report on best-selling items per store-status of extra purchases

Store Manager Alexa Causey informed the ABC Board that the top 5 best-selling liquors for the month of November were:

- Tito's Half Gallon 394
- Platinum 1/2 Gallon 346
- Tito's Fifths 305
- Smirnoff 291
- Pinnacle Half Gallon 242

Ms. Causey stated that in April Tito's liters will be \$2.00 off a bottle.

b. Alcohol tastings – past and future

General Manager Tia Clemmons reported that tastings from BHawk Distillery in Southern Pines, North Carolina will be on March 20th at the Belville ABC Store and on March 21st at Waterford ABC Store. The Old Forge distillery will have a tasting at the Belville ABC Store on March 27th and at The Waterford ABC Store on March 28th.

c. Status of current staffing

The current staffing status at the Belville ABC Store is 1 full-time employee. One employee that is working for us now, has given his 2 weeks' notice to pursue other opportunities.

8. NEW BUSINESS

a. General Manager's Report

General Manager Tia Clemmons reported that the Belville and Waterford stores were in 1st place in sales out of the 9 ABC stores located in Brunswick County for February. The combined monthly Sales were up 2.65 %. On the first 11 days of March, sales were down 4.61%. In February, the Money Market Account 1 earned \$801.42 in interest, and Money Market Account 2 earned \$800.36 in interest. The Capital Management Fund earned \$2,549.97 in interest. The ABC Stores received \$2,733.90 in discounts. Ms. Clemmons reported that Duke Energy called and stated that the Power would be off at the ABC Store from 5am until 9am on Wednesday, March 19th.

b. Green Dot Membership Quote

Ms. Clemmons stated that Green Dot would cost \$225.00 plus a tax of \$15.19. The Trane Unit Would be an additional \$50.00. This falls under the mini split system. We are currently paying O'Brien Service Company \$462.10. The ABC Store continues to have the maintenance agreement With O'Brien Service Company, who comes out twice a year to service the system. Chairman Henson stated that O'Brien Service Company cleans the coils with spray and makes sure the upstairs System is okay.

c. Compliance Audit

General Manager Tia Clemmons informed the ABC Board that Mr. Eric McClary with the State ABC Agency came by to see what the store looked like, checked the website and checked the oaths of Office. The last audit was done in 2014. Attorney Eldridge informed the ABC Board that we need to Hold a Public Hearing at the June 17, 2025, meeting and make it effective July 1, 2025. It was Suggested Members Richard Trexler and General Manager Tia Clemmons look over last year's bullet Points and share with attorney Eldridge.

d. Personnel Salaries

Member Richard Trexler Made a motion to have 4 full time employees, 2 full time employees at Each store with a starting salary of \$17.00 an hour. The new ABC Store Manager will have an increase in pay Starting at \$18.00 an hour. A motion was made by Member Richard Trexler that the Current ABC Store Manager will have an increase in salary to \$24.00 an hour and a certain percentage of health insurance will be included.

9. Board Member and Staff Reports

A. Vice-Chairwoman Lee Alexander had nothing to report at this time.

B. John Crowder-had nothing to report.

C. Gene Ward – had nothing to report at this time.

D. Richard Trexler- stated that we need to find an auditor, and he recommended Douglas or Greene. Attorney Eldridge would like for Member Richard Trexler to send him any information he receives. General Manager stated that the Auditor is responsible for accounting. Member Trexler stated that he is not ready to do that yet. Both firms work with other ABC Stores already and are located in Whiteville. Green is \$6,500.00. Attorney Eldridge would like to see the cover letter. Chairman Henson asked Member Trexler to send all information to all Board Members so that they will be updated on everything

E. Chairman Joe Henson stated that he had visited many liquor stores lately. He wants employees to start wearing their ABC shirts. Shoes that do not have a back on them are not to be worn. Employees are to wear their name tags. If shorts are worn, they must be nice shorts. Our attitudes are great, but some of the stores he visited the employees were not sociable. Our employees need to look professional.

10. ADJOURNMENT

Richard Trexler made a motion to adjourn the meeting at 8:05 pm.