

**TOWN OF BLACK MOUNTAIN  
ABC BOARD MEETING  
JUNE 20, 2024  
AGENDA**

1. Call to order
2. Conflicts-of-Interest per NCGS 18B-201(f), (g), (h), (j), and (k).
3. Citizen's Comments: Budget Questions and concerns.
4. Consent Agenda:
  - A. Minutes of the May 16, 2024 Meeting
  - B. Finance Report for May 16, 2024.
  - C. Store Manager's Report
5. Old Business:
  - A. Discuss and vote on the budget for 2024/2025
6. New Business:
  - A. Discuss Randy Reece's suggestions for employee's annual wage increases to begin on July 1, 2024.
  
8. Adjourn

**Notes:** A. Terms of Members of the Black Mountain Board

---

- |                   |                   |
|-------------------|-------------------|
| 1. Sharon Tabor   | Expires July 2024 |
| 2. Amanda Nichols | Expires July 2025 |
| 3. Larry Harris   | Expires July 2026 |

B. Future meeting dates:  
July 18, 2024, August 15, 2024, September 19, 2024

**TOWN OF BLACK MOUNTAIN**

**ABC BOARD MEETING**

**MAY 16, 2024**

In accordance with General Statute 18B-201, it is the duty of every board member to avoid both conflicts of interest and appearances of conflicts.

The Town of Black Mountain ABC Board held its monthly meeting on May 16, 2024 at the Black Mountain ABC store. Attending the meeting were board chair Larry Harris, and board members Amanda Nichols and Sharon Tabor. Also present were General Manager Randy Reece and Finance Officer Joan Morris, Mark Merrick (Director at First At Blue Ridge) and Wesley Barker (Black Mountain Town Clerk). The meeting was called to order at 3:00 pm by Mr. Harris.

**CONSENT AGENDA**

No corrections were noted on the April 18, 2024 minutes.

Discussion of the financials for April 2024.

The consent agenda was **APPROVED**.

**OLD BUSINESS**

**NEW BUSINESS**


Mark Merrick spoke to the board about First at Blue Ridge facility and presented their most recent financials.

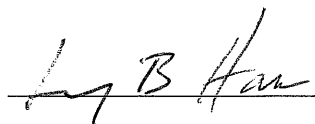
Wesley Barker answered the Boards questions about setting up a Web site for the Black Mountain ABC Store.

Joan Morris presented the 2024/2025 Budget Proposal.

Upon motion duly made by Sharon Tabor and seconded by Amanda Nichols the Board voted 3-0 to approve the use of Positive Pay on our bank account at Fifth Third Bank only after the bank reimburses the store for fraud checks that were allowed to clear our account.

There being no further business the meeting was adjourned at 4:04 p.m.

 General Manager

 Board Chair

**TOWN OF BLACK MOUNTAIN**

**SPECIAL CALLED**

**ABC BOARD MEETING**

**APRIL 30, 2024**

In accordance with General Statute 18B-201, it is the duty of every board member to avoid both conflicts of interest and appearances of conflicts.

The Town of Black Mountain ABC Board held a special called meeting on April 30, 2024 at the Black Mountain ABC store. Attending the meeting were board chair Larry Harris, and board member and Sharon Tabor (via phone). Also present was General Manager Randy Reece. The meeting was called to order at 1:30 pm by Mr. Harris.

Upon motion duly made by Sharon Tabor and seconded by Larry Harris the Board voted 2-0 to approve the ordering of 65 card sets for "Alcohol awareness- Underage drinking" at a cost of \$682.50 from Precision Graphics.

There being no further business the meeting was adjourned at 1:40 p.m.

\_\_\_\_\_ General Manager

\_\_\_\_\_ Board Chair

---

**Black Mountain ABC**  
**Profit & Loss Prev Year Comparison**  
**May 2024**

	May 24	May 23	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
401 · Liquor Sales	300,052.45	284,302.53	15,749.92	5.5%
402 · Wines & Mixer Sales	964.48	965.87	-1.39	-0.1%
405 · Mixed Beverage Sales	66,208.05	66,769.74	-561.69	-0.8%
<b>Total Income</b>	367,224.98	352,038.14	15,186.84	4.3%
<b>Cost of Goods Sold</b>				
531 · NCDR 30% Excise Tax	69,575.00	69,231.00	344.00	0.5%
532 · County Rehab Tax - 5 Cent per	750.85	743.43	7.42	1.0%
536 · MXB tax Health & Human Services	428.13	402.88	25.25	6.3%
537 · MXB tax-(Dept.Rev.)	4,282.00	4,028.00	254.00	6.3%
601 · Sur Tax/Bailment	5,920.20	7,402.20	-1,482.00	-20.0%
608 · Cost of Goods Sold Liquor	185,207.62	129,422.56	55,785.06	43.1%
609 · Cost of Goods Sold Wine/Mixers	760.47	823.14	-62.67	-7.6%
<b>Total COGS</b>	266,924.27	212,053.21	54,871.06	25.9%
<b>Gross Profit</b>	100,300.71	139,984.93	-39,684.22	-28.4%
<b>Expense</b>				
6560 · Vacation Pay	1,718.12	1,203.20	514.92	42.8%
701 · Salaries and Wages	19,042.04	18,753.00	289.04	1.5%
704 · Per Diem Board Members	750.00	750.00	0.00	0.0%
705 · Payroll Tax	1,583.28	1,524.50	58.78	3.9%
706 · Retirement	2,005.84	1,775.20	230.64	13.0%
707 · Employee Hospital Insurance	980.58	2,789.40	-1,808.82	-64.9%
708 · Cash Over and Short	-9.99	-45.90	35.91	78.2%
711 · Depreciation	2,234.75	2,234.75	0.00	0.0%
712 · Building Repairs & Maintenance	0.00	953.40	-953.40	-100.0%
714 · Utilities	1,425.01	1,247.68	177.33	14.2%
715 · Telephone	378.57	373.15	5.42	1.5%
720 · Insurance	1,061.17	1,061.17	0.00	0.0%
722 · Store Supplies	644.59	509.37	135.22	26.6%
730 · Office Supplies	694.43	1,677.51	-983.08	-58.6%
740 · Legal and Accounting	270.28	0.00	270.28	100.0%
775 · Bank Service Charges	586.66	582.49	4.17	0.7%
776 · Bank Charges/Credit Cards	4,122.26	4,515.94	-393.68	-8.7%
794 · ask accountant	-7,074.22	0.00	-7,074.22	-100.0%
<b>Total Expense</b>	30,413.37	39,904.86	-9,491.49	-23.8%
<b>Net Ordinary Income</b>	69,887.34	100,080.07	-30,192.73	-30.2%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
410 · Interest Income	0.00	1.04	-1.04	-100.0%
<b>Total Other Income</b>	0.00	1.04	-1.04	-100.0%
<b>Other Expense</b>				
797 · Alcohol Education Distribution	745.28	0.00	745.28	100.0%
<b>Total Other Expense</b>	745.28	0.00	745.28	100.0%
<b>Net Other Income</b>	-745.28	1.04	-746.32	-71,761.5%
<b>Net Income</b>	<u>69,142.06</u>	<u>100,081.11</u>	<u>-30,939.05</u>	<u>-30.9%</u>

# SALES REPORT

## MAY 2024

Sales for May 2024.....\$366,261.00  
(above includes \$66,208.00 mixed beverage sales),

Wine and Mixer Sales.....\$964.00  
(not included above)

Total Sales.....\$367,225.00

Sales for May 2023.....\$352,038.00  
(above includes 66,770.00 MXB & \$965.00 Wine/Mixer sales)

An increase of 4.3%.....\$15,187.00

The State was up 4.88 %

---

(The State does not include wine and mixer sales in their monthly sales report)

## **Budget Message - Black Mountain ABC Board for Fiscal year 2024-2025**

The Annual Budget for the Black Mountain ABC Board has been prepared in accordance with GS18B-702 "Financial Operations of Local Boards."

The financial components addressed by the budget are:

-Revenues -Cost of Sales -Taxes -Operating Expenses -Capital Outlays -Capital Reserve Used -Mandatory Distributions required by GS18B-805 -Staffing Summary.

Highlights:

\*Based on the current economy and sales we are projecting a cautious 2% increase in sales.

\*The staffing summary: 4 Full time employees  
4 Part time employees

\*Raises for staff expected to be 6-7%. We have increased the Payroll amount to include the possibility of hiring a 5<sup>th</sup> full time employee.

\*General Insurance will increase 5% or less.

\*Credit card fees are expected to increase 3% to 5%.

\*Capital Outlays will include: Parking lot repairs (re-sealed and painted)

This summary reflects the Black Mountain ABC Board's commitment to fulfill its mission based on known information.

**BUDGET DOCUMENT**  
**BLACK MOUNTAIN ABC BOARD**  
**Fiscal Year 2024 - 2025**

The following budget establishing revenues and setting expense appropriations is hereby adopted and effective July 1, 2024, through June 30, 2025.

*Section 1. Estimated Revenues.* It is estimated that the revenues listed below will be available during the fiscal year beginning July 1, 2024 and ending June 30, 2025 to meet the operational and functional appropriations as set forth in Section 2, in accordance with the chart of accounts prescribed by the state ABC Commission.

**Estimated Revenues:**

Liquor Sales	\$3,600,000
Mixed Beverage Sales	\$675,000
Wine/ Mixer Sales	\$9,900
Interest Income	\$18,000
Total	<b>\$4,302,900</b>

*Section 2. Appropriations.* The following expenses are hereby appropriated for fiscal year 2018 - 2019 and are funded by the revenues made available through Section 1, herein.

**Appropriations:**

Taxes Based on Revenue	
NC Excise Tax	\$922,627
MXB Tax (Dept of Revenue)	\$47,000
MXB Tax (DHHS)	\$5,000
County Rehab Tax	\$10,000
Wine/Mixer Sales Tax	\$900
<b>TOTAL</b>	<b>\$985,527</b>

**Cost of Goods Sold**

Cost of Liquor Sold	\$2,220,048
Cost of Wine/Mixer Sold	\$8,100
<b>TOTAL</b>	<b>\$2,228,148</b>

Operating Expenses	Store(s)	Admin.	Warehouse	Law Enf.	Total
Salaries & Wages					\$320,000
Payroll Taxes					\$25,000
Retirement					\$30,000
Employee Health Insurance					\$38,400
Casual Labor					\$1,000
Board Member Per Diem					\$9,000

Staff Meals					\$500
Repairs & Maintenance-Building					\$12,000
Repairs & Maintenance-Equip.					\$4,000
Utilities					\$20,000
Telephone					\$5,000
Insurance - General & Bonds					\$16,000
Store Supplies					\$12,000
Uniforms					\$1,500
Travel					\$100
Licenses & Taxes					\$200
Security Fees					\$500
Office Supplies					\$4,000
Cleaning Supplies					\$500
Legal & Accounting					\$12,000
Professional Fees					\$5,000
Dues & Subscriptions					\$1,000
Postage					\$1,500
Data Processing					\$14,000
Bank Fees					\$7,500
Credit Card Fees					\$60,000
Contingencies					\$10,000
<b>Total</b>					<b>\$610,700</b>

	Store(s)	Admin.	Warehouse	Law Enf.	Total
<b>Capital Outlay:</b>					
Parking Lot resealed					\$8,000
<b>Total</b>					<b>\$8,000</b>
	\$	\$	\$	\$	

<b>Total Estimated Expenses</b>	\$0	\$0	\$0	\$0	<b>\$3,832,375</b>
---------------------------------	-----	-----	-----	-----	--------------------

**Distributions:**

Law Enforcement	\$42,000
Alcohol Education & Rehab.	\$30,000
Municiple	\$280,500
County	\$93,600
Other Distributions	
<b>Total Distributions</b>	<b>\$446,100</b>
Working Capital Retained	\$4,278,475
	\$24,425
	\$4,302,900
<b>Total Expense, Distribution &amp; Reserve</b>	<b>\$4,302,900</b>

*Section 3.* Copies of this Budget Document shall be furnished to the Town of Black Mountain, the state ABC Commission, and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

*Adopted by the Black Mountain ABC Board on June/20/2024.*