



# Blowing Rock ABC Board

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## MEETING AGENDA FOR DECEMBER 17, 2015

- 1) APPROVAL OF PRIOR MINUTES
- 2) MANAGER REPORT ON SALES & FINANCIAL REPORTS
- 3) MIXED BEVERAGE INSPECTIONS
- 4) UNFINISHED BUSINESS
  - A. The fountain has been removed for the winter.
  - B. Spoke with Doug Beech concerning the pond.
  - C. The craft distillery bottle signing will take place tomorrow.
- 5) NEW BUSINESS
  - A. The lights have been put on the building and are working.
  - B. Discuss the lighting of the street lights decorations.
  - C. The Manager would ask that we hire a part time employee.



# Blowing Rock ABC Board

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**Town of Blowing Rock ABC Board**  
**PO Box 413**  
**Blowing Rock, NC 28605**  
**Phone (828) 295-7513**

**Bob Miller, Chairman**  
**David Greene, Member**  
**Susie Greene, Member**  
**Edith Nations, Manager**

The members of the Blowing Rock ABC Board held their meeting on November 19, 2015. Scott Fogleman, Town Manager, was present. Chair Bob Miller called the monthly meeting to order at 3:00 p.m. All members were then given the opportunity to excuse themselves from any business items that posed possible conflicts. None were reported.

The minutes of the prior meeting were approved as presented by a unanimous vote.

The Manager gave her report on sales that ended on October 31, 2015. Sales were \$164,502.75. This was an increase from \$158,638.68 in October 2014.

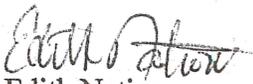
#### Old Business:

- 1) The fountain will be taken in for the winter months. The Board asked that the Manager inquire about pond depth needed for a larger presentation from the installer.
- 2) The Manager will speak with the owners of Twigs Restaurant concerning the ponds draining system.

#### New Business:

- 1) A bottle signing will take place at the store on December 18<sup>th</sup> from 5 to 7pm. Three or four distilleries from the area will be present.
- 2) The Board voted to decorate the outside of the building with white lights. Scott Fogleman will send some quotes on the cost for the lights for the top and bottom trim. A decision will be made at that time.

With no further business, the meeting was adjourned. The next meeting will be on December 17, 2015 at 3:00 p.m. at the Blowing Rock ABC Store.

  
Edith Nations  
Manager

## Town of Blowing Rock Board of Alcoholic Control

12/14/15

## Profit &amp; Loss

Accrual Basis

November 2015

	Nov 15	Nov 14	\$ Change	% of Income
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
6612 · Liquor Sales	70,236.05	73,148.55	-2,912.50	62.6%
6613 · Mixed Beverage Sales	41,682.78	39,639.95	2,042.83	37.2%
6614 · Wine Sales	266.14	242.09	24.05	0.2%
<b>Total Income</b>	<b>112,184.97</b>	<b>113,030.59</b>	<b>-845.62</b>	<b>100.0%</b>
<b>Cost of Goods Sold</b>				
50000 · Cost of Goods Sold				
7701 · Liquor Cost of Sales	55,152.14	57,051.40	-1,899.26	49.2%
7702 · Wine Cost of Sales	408.88	73.34	335.54	0.4%
7703 · Bailment Surcharge	1,043.00	468.00	575.00	0.9%
7704 · Bailment Fees	1,117.50	936.00	181.50	1.0%
<b>Total 50000 · Cost of Goods Sold</b>	<b>57,721.52</b>	<b>58,528.74</b>	<b>-807.22</b>	<b>51.5%</b>
8892 · NC Dept of Human Resources	306.59	310.31	-3.72	0.3%
8893 · Mixed Beverage Tax	3,066.00	3,104.00	-38.00	2.7%
8894 · Excise Tax	23,459.00	23,723.00	-264.00	20.9%
8895 · Wine Sales Tax	17.97	16.35	1.62	0.0%
8902 · County Surtax	261.26	276.99	-15.73	0.2%
<b>Total COGS</b>	<b>84,832.34</b>	<b>85,959.39</b>	<b>-1,127.05</b>	<b>75.6%</b>
<b>Gross Profit</b>	<b>27,352.63</b>	<b>27,071.20</b>	<b>281.43</b>	<b>24.4%</b>
<b>Expense</b>				
8801 · Salaries and Wages Expense	11,698.93	10,257.90	1,441.03	10.4%
8802 · Directors Fees	325.00	325.00	0.00	0.3%
8807 · Depreciation Expense	828.13	828.13	0.00	0.7%
8817 · Computer Expense	240.71	0.00	240.71	0.2%
8836 · Repairs and Maintenance	175.19	0.00	175.19	0.2%
8840 · Bank Charges	25.00	5.00	20.00	0.0%
8841 · Credit Card Charges	1,444.59	1,467.99	-23.40	1.3%
8842 · Office Expenses	0.00	252.33	-252.33	0.0%
8844 · Operating Supplies	0.00	104.51	-104.51	0.0%
8846 · Postage and Box Rent	34.00	0.00	34.00	0.0%
8848 · Electricity, Heat, & Water, Etc	615.32	566.98	48.34	0.5%
8849 · Trash Removal	50.00	50.00	0.00	0.0%
8850 · Telephone Expense	184.00	255.00	-71.00	0.2%
8860 · Retirement	478.02	430.09	47.93	0.4%
8864 · Group Health Insurance	798.90	623.96	174.94	0.7%
8871 · Professional Liability Ins.	3,242.00	0.00	3,242.00	2.9%
8872 · Workmens' Compensation	3,094.00	0.00	3,094.00	2.8%
8878 · Maintenance Agreement	126.00	141.75	-15.75	0.1%
8884 · Employer FICA Tax Expense	919.81	809.61	110.20	0.8%
8888 · State Unemployment Tax	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>24,279.60</b>	<b>16,118.25</b>	<b>8,161.35</b>	<b>21.6%</b>
<b>Net Ordinary Income</b>	<b>3,073.03</b>	<b>10,952.95</b>	<b>-7,879.92</b>	<b>2.7%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
9001 · Interest Income	4.55	3.39	1.16	0.0%
<b>Total Other Income</b>	<b>4.55</b>	<b>3.39</b>	<b>1.16</b>	<b>0.0%</b>
<b>Other Expense</b>				
9501 · Distrib. - Law Enforcement	-81.52	360.55	-442.07	-0.1%
9502 · Distrib. - Alcohol Education	-114.13	504.77	-618.90	-0.1%
9503 · Distrib. - Town of Blowing Rock	9,300.00	6,700.00	2,600.00	8.3%
<b>Total Other Expense</b>	<b>9,104.35</b>	<b>7,565.32</b>	<b>1,539.03</b>	<b>8.1%</b>
<b>Net Other Income</b>	<b>-9,099.80</b>	<b>-7,561.93</b>	<b>-1,537.87</b>	<b>-8.1%</b>
<b>Net Income</b>	<b>-6,026.77</b>	<b>3,391.02</b>	<b>-9,417.79</b>	<b>-5.4%</b>

**Town of Blowing Rock Board of Alcoholic Control**  
**Profit & Loss Prev Year Comparison**  
**July through November 2015**

	Jul - Nov 15	Jul - Nov 14	\$ Change	Jul - Nov 15	% of Income
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
6612 · Liquor Sales	419,574.65	419,998.11	-423.46	419,574.65	57.1%
6613 · Mixed Beverage Sales	313,637.88	287,500.03	26,137.85	313,637.88	42.7%
6614 · Wine Sales	1,857.14	1,704.65	152.49	1,857.14	0.3%
<b>Total Income</b>	<b>735,069.67</b>	<b>709,202.79</b>	<b>25,866.88</b>	<b>735,069.67</b>	<b>100.0%</b>
<b>Cost of Goods Sold</b>					
50000 · Cost of Goods Sold					
7701 · Liquor Cost of Sales	342,750.96	340,310.69	2,440.27	342,750.96	46.6%
7702 · Wine Cost of Sales	1,262.99	895.33	367.66	1,262.99	0.2%
7703 · Bailment Surcharge	4,932.20	2,716.00	2,216.20	4,932.20	0.7%
7704 · Bailment Fees	5,284.50	5,432.00	-147.50	5,284.50	0.7%
<b>Total 50000 · Cost of Goods Sold</b>	<b>354,230.65</b>	<b>349,354.02</b>	<b>4,876.63</b>	<b>354,230.65</b>	<b>48.2%</b>
8892 · NC Dept of Human Resources	2,352.72	2,259.91	92.81	2,352.72	0.3%
8893 · Mixed Beverage Tax	23,529.00	22,601.00	928.00	23,529.00	3.2%
8894 · Excise Tax	152,268.00	147,437.00	4,831.00	152,268.00	20.7%
8895 · Wine Sales Tax	125.37	115.09	10.28	125.37	0.0%
8902 · County Surtax	1,662.99	1,685.29	-22.30	1,662.99	0.2%
<b>Total COGS</b>	<b>534,168.73</b>	<b>523,452.31</b>	<b>10,716.42</b>	<b>534,168.73</b>	<b>72.7%</b>
<b>Gross Profit</b>	<b>200,900.94</b>	<b>185,750.48</b>	<b>15,150.46</b>	<b>200,900.94</b>	<b>27.3%</b>
<b>Expense</b>					
8801 · Salaries and Wages Expense	54,969.05	48,934.84	6,034.21	54,969.05	7.5%
8802 · Directors Fees	1,625.00	1,625.00	0.00	1,625.00	0.2%
8804 · Casual Labor	75.00	545.00	-470.00	75.00	0.0%
8807 · Depreciation Expense	4,140.65	4,140.65	0.00	4,140.65	0.6%
8814 · Legal and Professional Fees	5,250.00	5,250.00	0.00	5,250.00	0.7%
8826 · Dues & Subscriptions	430.00	430.00	0.00	430.00	0.1%
8832 · Travel and Training	909.56	1,032.90	-123.34	909.56	0.1%
8836 · Repairs and Maintenance	475.19	322.13	153.06	475.19	0.1%
8838 · Repairs - Equipment	34.96	28.76	6.20	34.96	0.0%
8840 · Bank Charges	140.25	127.40	12.85	140.25	0.0%
8841 · Credit Card Charges	7,171.42	7,175.46	-4.04	7,171.42	1.0%
8842 · Office Expenses	655.90	452.99	202.91	655.90	0.1%
8844 · Operating Supplies	390.32	1,269.05	-878.73	390.32	0.1%
8846 · Postage and Box Rent	70.55	0.00	70.55	70.55	0.0%
8848 · Electricity, Heat, & Water, Etc	3,207.41	3,108.39	99.02	3,207.41	0.4%
8849 · Trash Removal	100.00	150.00	-50.00	100.00	0.0%
8850 · Telephone Expense	1,184.65	1,378.90	-194.25	1,184.65	0.2%
8860 · Retirement	2,546.63	1,953.01	593.62	2,546.63	0.3%
8864 · Group Health Insurance	8,810.37	4,156.56	4,653.81	8,810.37	1.2%
8870 · Property Insurance	8,375.00	0.00	8,375.00	8,375.00	1.1%
8871 · Professional Liability Ins.	3,242.00	3,164.00	78.00	3,242.00	0.4%
8872 · Workmens' Compensation	3,094.00	3,030.00	64.00	3,094.00	0.4%
8878 · Maintenance Agreement	851.00	712.50	138.50	851.00	0.1%
8880 · Alarm Service	189.00	177.00	12.00	189.00	0.0%
8884 · Employer FICA Tax Expense	4,329.44	3,867.87	461.57	4,329.44	0.6%
8888 · State Unemployment Tax	0.00	334.23	-334.23	0.00	0.0%
8904 · Miscellaneous Expense	1,683.60	131.00	1,552.60	1,683.60	0.2%
<b>Total Expense</b>	<b>113,950.95</b>	<b>93,497.64</b>	<b>20,453.31</b>	<b>113,950.95</b>	<b>15.5%</b>
<b>Net Ordinary Income</b>	<b>86,949.99</b>	<b>92,252.84</b>	<b>-5,302.85</b>	<b>86,949.99</b>	<b>11.8%</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
9001 · Interest Income	21.01	18.11	2.90	21.01	0.0%
9504 · Refunds and Capital Credits	0.00	443.00	-443.00	0.00	0.0%
<b>Total Other Income</b>	<b>21.01</b>	<b>461.11</b>	<b>-440.10</b>	<b>21.01</b>	<b>0.0%</b>
<b>Other Expense</b>					
9501 · Distrib. - Law Enforcement	3,296.72	2,726.38	570.34	3,296.72	0.4%
9502 · Distrib. - Alcohol Education	4,615.42	3,816.92	798.50	4,615.42	0.6%
9503 · Distrib. - Town of Blowing Rock	46,500.00	71,800.00	-25,300.00	46,500.00	6.3%
<b>Total Other Expense</b>	<b>54,412.14</b>	<b>78,343.30</b>	<b>-23,931.16</b>	<b>54,412.14</b>	<b>7.4%</b>
<b>Net Other Income</b>	<b>-54,391.13</b>	<b>-77,882.19</b>	<b>23,491.06</b>	<b>-54,391.13</b>	<b>-7.4%</b>
<b>Net Income</b>	<b>32,558.86</b>	<b>14,370.65</b>	<b>18,188.21</b>	<b>32,558.86</b>	<b>4.4%</b>

**Town of Blowing Rock Board of Alcoholic Control**  
**Balance Sheet**  
**As of November 30, 2015**

	Nov 30, 15	Nov 30, 14	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1101 · Change Fund	1,200.00	1,200.00	0.00
1104 · M. Mkt. - Capital Management	8,503.31	8,499.34	3.97
1106 · High Country Bank - CD	135,159.84	134,822.34	337.50
1108 · UNITED COMMUNITY BANK	175,923.88	208,807.68	-32,883.80
1109 · United Community Money Market	6,435.63	6,435.63	0.00
<b>Total Checking/Savings</b>	<b>327,222.66</b>	<b>359,764.99</b>	<b>-32,542.33</b>
<b>Other Current Assets</b>			
1140 · Inventory	213,436.07	213,487.91	-51.84
1153 · Prepaid Insurance	6,587.76	6,410.00	177.76
<b>Total Other Current Assets</b>	<b>220,023.83</b>	<b>219,897.91</b>	<b>125.92</b>
<b>Total Current Assets</b>	<b>547,246.49</b>	<b>579,662.90</b>	<b>-32,416.41</b>
<b>Fixed Assets</b>			
2251 · Land	96,275.00	96,275.00	0.00
2252 · Building	119,054.34	119,054.34	0.00
2253 · Furniture & Equipment	61,218.44	61,218.44	0.00
2254 · Computer Equipment	50,654.67	50,654.67	0.00
2258 · Building Improvements	179,884.11	179,884.11	0.00
2259 · Paving	16,635.00	16,635.00	0.00
2260 · Accumulated Depreciation	-274,929.65	-255,214.52	-19,715.13
<b>Total Fixed Assets</b>	<b>248,791.91</b>	<b>268,507.04</b>	<b>-19,715.13</b>
<b>Other Assets</b>			
Deferred outflows	5,539.27	0.00	5,539.27
Net pension asset	6,605.16	0.00	6,605.16
<b>Total Other Assets</b>	<b>12,144.43</b>	<b>0.00</b>	<b>12,144.43</b>
<b>TOTAL ASSETS</b>	<b>808,182.83</b>	<b>848,169.94</b>	<b>-39,987.11</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
3402 · Accounts Payable-Liquor & Wine	56,645.99	83,271.66	-26,625.67
3404 · Accounts Payable-Other	40,852.09	34,250.96	6,601.13
<b>Total Accounts Payable</b>	<b>97,498.08</b>	<b>117,522.62</b>	<b>-20,024.54</b>
<b>Other Current Liabilities</b>			
2210 · Accrued Vacation	925.27	828.46	96.81
3403 · State Excise Tax Payable	1,000.01	1,000.01	0.00
3406 · Accrued Fica	1,820.49	1,619.22	201.27
3407 · Accrued Federal Withholding	1,364.00	1,171.00	193.00
3408 · Accrued State Withholding	470.00	357.00	113.00
3409 · Accrued Futa & Suta	-1.17	-1.17	0.00
3410 · Distributions Payable	42,345.85	28,117.28	14,228.57
3411 · Accrued Retirement	377.50	365.00	12.50
3414 · Sales Tax Payable	138.84	135.85	2.99
3416 · Liquor Sales Tax Payable	-784.51	60.00	-844.51
<b>Total Other Current Liabilities</b>	<b>47,656.28</b>	<b>33,652.65</b>	<b>14,003.63</b>
<b>Total Current Liabilities</b>	<b>145,154.36</b>	<b>151,175.27</b>	<b>-6,020.91</b>
<b>Long Term Liabilities</b>			
<b>Deferred inflows</b>			
4510 · OPEB Health Insurance Liability	15,161.70	0.00	15,161.70
	15,817.00	12,951.00	2,866.00
<b>Total Long Term Liabilities</b>	<b>30,978.70</b>	<b>12,951.00</b>	<b>18,027.70</b>

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12/14/15

Accrual Basis

**Town of Blowing Rock Board of Alcoholic Control**  
**Balance Sheet**  
**As of November 30, 2015**

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	<u>Nov 30, 15</u>	<u>Nov 30, 14</u>	<u>\$ Change</u>
<b>Total Liabilities</b>	176,133.06	164,126.27	12,006.79
<b>Equity</b>			
5556 · Retained Earnings	534,433.22	525,866.35	8,566.87
5557 · Capital Reserve	94,539.39	144,537.00	-49,997.61
5558 · Distrib. - Town of BR	-27,900.00	0.00	-27,900.00
Net Income	30,977.16	13,640.32	17,336.84
<b>Total Equity</b>	<u>632,049.77</u>	<u>684,043.67</u>	<u>-51,993.90</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>808,182.83</u></u>	<u><u>848,169.94</u></u>	<u><u>-39,987.11</u></u>

To: Local ABC Board Managers (please forward to your Board members)  
From: Tom Wolfe, President, NC Association of ABC Boards  
cc: Board of Directors and Legislative Committee  
Date: November 3, 2015

This will update you on plans for action that the Board of Directors has approved for educating legislators about the ABC system and the importance of maintaining control over liquor sales. These plans are necessary since the issue of distillery retail sales authorization in the past legislative session raised the issue of privatization, the NC GOP had a resolution before it (not acted upon) this Spring to privatize liquor sales, the Program Evaluation Division of the General Assembly has a new work item to study the issue of privatization of liquor sales (this work item is not currently scheduled), and due to the increased numbers of new legislators in the General Assembly. We need to be proactive on these issues.

The Board of Director requests that ABC Boards contact their appointing authorities this fall, and staff is preparing information for your use in those meetings. The upcoming Annual Report from the ABC Commission will give you a reason to meet with your appointing authority. You are requested to make plans for your Board Chair, General Manager and as many board members as possible to meet with at least the Chair of your town council or county commissioners and their managers. While the NC League of Municipalities and NC Association of County Commissioners oppose privatization, city councilmen and county commissioners must understand the importance of your role in the community and be willing to advocate for the maintenance of control over liquor sales.

The Board of Directors is also requesting that ABC Boards contact their legislators. You should plan to contact your legislators shortly after the New Year with the objective that all boards would meet with their legislators prior to the General Managers' meeting in the Spring. Again, staff is preparing information for your use in those meetings. Staff will be also be providing an excel spreadsheet that identifies all of the ABC Boards in each Senator's district and that identifies all of the ABC Boards in each Representative's district. The plan is for ABC boards to coordinate amongst themselves the scheduling of these meetings to make it convenient for the legislator to meet with all constituent ABC Boards at one time. Please go ahead and identify who on your Board (including former board members) has any relationship with your legislators.

The Board of Directors also requests that ABC Boards meet with the beneficiaries of their grants to inform them of the importance of the control system and to prepare them to advocate with us should the issue of privatization arise.

Informing your customers with factual information (and not advocacy arguments information or arguments) is also important. The Board of Directors requests that ABC Boards highlight information about their disbursements of revenue, grants in the community and other factual information in their stores on one-pagers taped to the counter, on posters and on bags. ABC Boards are not permitted to display advocacy type information. If you have questions about what you should or not publicize in this regard, please contact Jon Carr or Joe Wall with the Association.

You should be proud of your role in maintaining control over liquor sales and should highlight to the local press your significant distributions to local government and your efforts to provide alcohol education and rehabilitation. One of our greatest strengths is that the ABC Boards engage in the responsible sale of liquor, so please continue to strive for ZERO tolerance on all underage sales.