

# Mount Holly ABC Board

## Performance Audit Report



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## Alcoholic Beverage Control

October 1, 2025

CHAIRMAN:  
Hank Bauer

COMMISSIONERS:  
La'Tanta (L.T.) McCrimmon  
Raleigh

David Sherlin  
Raleigh

DEPUTY COMMISSIONER:  
Mike DeSilva

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Mount Holly ABC Board  
Gary Neely, Chair  
2100-B Spring St  
Mount Holly, NC 28120

Chairperson Neely,

On the following pages, you will find the performance audit report conducted by the staff of the ABC Commission reviewing the operations of the Mount Holly ABC Board. The report consists of an overview of the objectives & background summary, financial analysis and findings, and a summary of actions recommended based upon your board's performance and related findings. Additional considerations are listed as well to provide further guidance and enhance awareness to promote ABC board's success.

Please reach out if you have any questions or require assistance in implementing any of the statute requirements, Commission rules, or other recommendations included in the report. On behalf of the North Carolina ABC Commission, I thank you and your staff for your assistance and cooperation in conducting this periodic review. We appreciate the continued efforts by your board to comply with the performance standards, as well as the board's commitment to increase profitability and reduce expenses.

If we can be of assistance in the future, please do not hesitate to reach out to the Commission staff.

Respectfully,

Michael DeSilva  
Deputy Commissioner

## **OBJECTIVE, PURPOSE & BACKGROUND INFORMATION**

In addition to regular and special financial audits, G.S. 18B-705(a) authorizes the NC ABC Commission to conduct performance audits of all local ABC boards in the state. Performance audits are examinations of existing operating policies, practices, controls, and activities to determine those areas in which there may be a need for improvement.

The audits are designed to ensure that all local ABC Boards comply with established performance standards pursuant to G.S. 18B-203(a)(20). The audit's scope addresses compliance with ABC laws and rules, store appearance, operating efficiency, solvency, and customer service.

To achieve the objectives of the audit, auditors:

- Review applicable General Statutes, ABC Commission Rules, and Administrative Policies
- Review applicable reports and studies of ABC Boards with similar size and geography.
- Verify compliance with Commission and Board policies.
- Verify results of previous performance audit recommendations
- Review ABC Board annual independent financial audits.
- Review ABC Board reporting and documentation reports.
- Visit the store(s)
- Interview key ABC Board personnel.

Mount Holly, North Carolina, is a small but growing city located in eastern Gaston County, just across the Catawba River from Charlotte. It offers a blend of small-town charm, natural beauty, and proximity to urban amenities, making it an appealing place for families, professionals, and visitors.

Mount Holly's roots trace back to the late 1800s, when it developed as a textile mill town. The Mount Holly Cotton Mill, established in 1875, was one of the earliest in the region and helped spur economic and population growth. The city's name likely came from the Mount Holly Cotton Mill, which itself was named after a mill in Mount Holly, New Jersey. Remnants of this industrial heritage still influence the character of the town, with preserved mill buildings and revitalized factory spaces. The city of Mount Holly maintains a strong sense of community. Its walkable downtown features local shops, cafés, restaurants, and public spaces that host regular events such as farmers markets, parades, and concerts. The city celebrates local culture through community gatherings and an active arts scene. People here take pride in their city's friendly, welcoming atmosphere.

One of Mount Holly's major draws is its access to outdoor recreation. The Catawba River offers opportunities for kayaking, paddleboarding, and fishing, and the nearby U.S. National Whitewater Center—just minutes away—provides adventure sports, trails, and live music. In-town parks and greenways further support an active lifestyle. Mount Holly is also close to Crowders Mountain State Park and the Daniel Stowe Botanical Garden.

Located just 15 miles northwest of uptown Charlotte, Mount Holly has become a popular residential area for commuters looking for a quieter setting with easy access to the city. Its population has steadily grown over the past decade, and the city is balancing this growth with efforts to preserve its historic character and natural resources. Mount Holly is served by Gaston County Schools and offers several well-regarded elementary and middle schools. The city is also near Belmont Abbey College and other higher education institutions in the Charlotte metro area. Public services, safety, and infrastructure continue to be a focus as the community expands.

The general manager is responsible for the oversight of all daily operations, inventory management, accounts payable, human resource organization and other administrative decisions for the board. The board's FO assists with payroll, financial reporting, and other bookkeeping duties as needed. The Board hired an external accountant that generates the annual audit reports. All store employee's primary responsibility is to provide friendly customer service to all customers, store upkeep and stock maintenance.

A mixed beverage referendum occurred on June 6, 2003, and it passed. Currently, the Mount Holly ABC Board appoints a chairperson, a secretary, a treasurer and a general manager to serve on the ABC board. The Mount Holly ABC Board currently operates one (1) retail store. The board staffs fifteen (15) in total personnel. These include four teen (14) part-time and one (1) full time personnel. The general manager is responsible for daily store operations including supervising personnel, inventory management, and various retail functions. The board's Finance Officer and provides the board with fiscal management, administrative support, and oversees routine operations of the ABC stores. Sales associate responsibilities include, selling products, daily stocking, and floor upkeep & maintenance.

*The last performance audit for the Mount Holly ABC Board occurred in 2017. The Commission audit serves as a continuous way to provide local boards with information and best practices that target areas for improvement.*



2100-B Spring St, Mount Holly, N.C.

## OPERATIONAL OBSERVATIONS, FINDINGS, REQUIRED ACTIONS, & RECOMMENDATIONS

On Friday, July 11, 2025, ABC Board Program Analyst II Eric McClary, visited the Mount Holly ABC Board and interviewed Tammy Thomas. (General Manager). Below is a financial analysis followed by operation observations, findings, and recommendations related to the performance audit.

### FINANCIAL ANALYSIS

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#### PROFIT PERCENTAGE TO SALES & OPERATING COST RATIO

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- In fiscal year (FY) 2023-2024, the Mount Holly ABC Board had a profit percentage to sales ratio of 10.83%. The NC ABC Commission profit to sales standards for ABC Boards with gross sales greater than \$2M is 6.5%.
  - Mount Holly ABC Board's gross sales totaled \$3,507,873, which was an approximate 1.3% increase from the previous fiscal year.
- Mount Holly ABC Board operates one retail store with mixed beverage sales. The operating cost ratio for the board was .53 in FY 2023-2024. The NC ABC Commission standard for ABC Boards with one or two stores and mixed beverage is .73 or less.
  - Operating cost ratio is calculated by dividing total operating expenses less depreciation by the gross profit on sales (Total operating expenses less depreciation/Gross Profit).

Thus, the Mount Holly ABC Board met the profitability standard and met the operating cost standard set by the NC ABC Commission. Below is a chart showing gross profit on sales and income from operations for the previous two years.

	FY 2023-2024	FY 2022-2023
<b>Gross Profit on Sales</b>	\$854,136	\$849,946
<b>Income from Operations</b>	\$379,854	\$420,850

*Factors affecting profitability and cost include:*

- Surrounding areas with other ABC systems which are within a 25-mile radius include Gastonia ABC, Cramerton ABC, Bessemer City ABC, Belmont ABC, Lincoln County ABC, Kings Mountain ABC, and Mecklenburg County ABC.
- There was 4.0% unemployment rate in Gaston County in June of 2024 compared to a 3.0% the previous year and month.
- The board currently has approximately 9 active mixed beverage customers. *In FY 2023/2024 mixed beverage accounted for over 10.3% of gross sales.*

### **FINANCIAL ANALYSIS (cont.)**

- *Factors affecting expenses:*
  - Total operating expenses increased around eleven percent (11%) from the last fiscal year.
  - Board salaries and wages were approximately seven-point seven percent (7.7%) of total annual sales. Salaries and wages increased over eighteen percent (18%) from the previous fiscal year.
  - Cost of Goods Sold (COGS) was roughly 52.7% for the fiscal year with a normal range being 52% to 54%.

### **BUDGET ANALYSIS**

	FY 2023-2024 Budget Projections	FY2023-2024 Actual	Variance	Variance %
<b>Sales</b>	\$3,615,488	\$3,507,873	\$(107,616)	2.9%
<b>Revenue over or (under)</b>				
<b>Expenditures</b>		\$12,632		

In reviewing the budget to actual analysis of the FY 2023-2024 financial audit, actual sales revenues were slightly less than forecasted projections by 2.9%. After reconciliation, the change in the Board's end net position was \$1,218,254.

### **DISTRIBUTIONS**

G.S. 18B-805 (b) requires the board to pay from gross receipts, all expenses, excise, and rehabilitation taxes. G.S. 18B-805(c)(2) requires the board to *typically* distribute at least five percent (5%) of applicable gross receipts to law enforcement and *typically* at least seven percent (7%) for alcohol education. *Before assigning these percentage distributions, G.S. 18B-805(c)(1) requires the board to first make a minimum quarterly distribution of the 3.5% markup & relevant bottle charges to certain county/municipal recipients. Some of these distribution percentages are designated by an official local enabling act (and thus distribution requirements and recipients are subject to vary).*

Mount Holly ABC made a total of \$805,878 in primary distributions and other taxes were paid to the NC Department of Revenue (NCDOR), NC Department of Health & Human Services (NCDHHS), and the county commissioners of Gaston County.

*Per the local enabling act, the distribution formula for recipients of net profits is as follows:*

- One Hundred percent (10%) to town General Fund.

## WORKING CAPITAL

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G.S. 18B-805(d) allows the board to set aside a portion of the remaining gross receipts, within the limits set by the rules of the Commission, as cash to operate the ABC system.

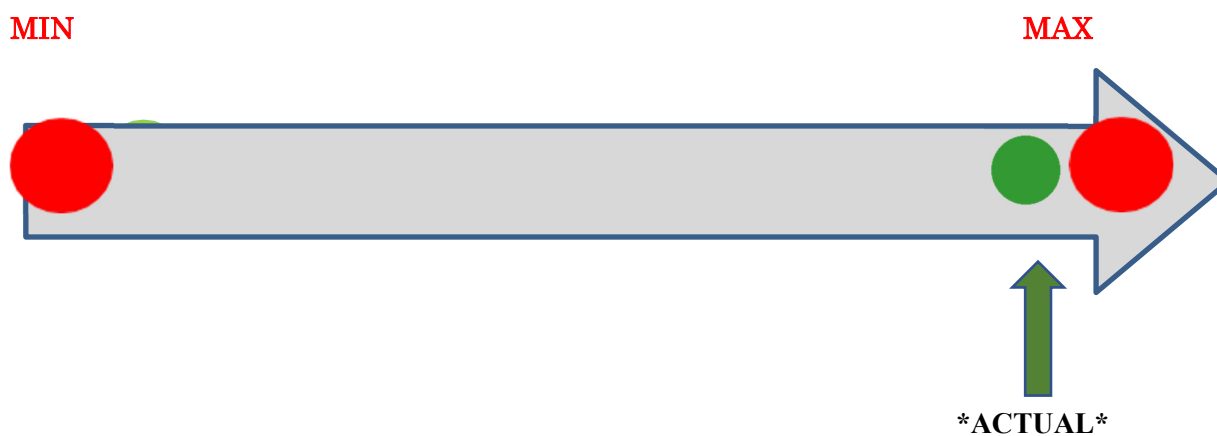
- o NCAC 15A .0902 sets a working capital maximum standard for boards with annual gross sales greater than \$1.5M as an amount equal to three (3) months of gross sales.
- o G.S. 18B-702(g)(3) defines "Working Capital" as the total of cash, investments, and inventory less all unsecured liabilities. As it pertains to working capital computation, gross sales mean gross receipts from the sale of alcoholic beverages less distributions as defined in G.S. 18B-805(b)(2), (3), and (4).

Based upon the existing rules, as of June 30, 2024, the Mount Holly ABC Board is required to maintain a minimum working capital of \$103,923 with a maximum working capital amount of \$675,499.

- o The Mount Holly ABC Board had a working capital balance of \$675,499 which is more than the minimum and equal to the maximum Commission requirements for this section (\*).

°Working capital increased 1.3% and 5.8% in 2024 and 2023, respectively.

**\* FY 2023-2024: *Working Capital (WC)* graphic**



Under 18B-805(d), with approval of the appointing authority for the board, the local board may set aside a portion of the remaining gross receipts as a fund for specific capital improvements whenever working capital is exceeded.



➤ **STATUTORY DISTRIBUTIONS:**

- Net Profit Distributions - The Mount Holly ABC Board has routinely made the minimum mandatory distributions to the designated recipients over the last three years referencing NCGS 18B-805(c)(1). **The table below references distributions calculated by CPA on the left and total net profit distributions made by the ABC Board for the last three (3) years on the right.**
- Law Enforcement Distributions: Have been properly disbursed at or above the regular 5% statute amount over the last three (3) fiscal years.
- Alcohol Education Distributions: Have been disbursed at or above the standard 7% statute amount of the last three (3)

NC GENERAL STATUTE: 18B-805 (c)(1)			
Calculation of Minimum Mandatory Distribution for Net Profit to Designated Recipients		Mount Holly ABC Board Net profit distribution made annually by fiscal year	
<b><u>Note: Referencing CPA Audit Reports</u></b>			
CPA Calculated Amount		Total paid to recipient(s)	
FY-2024	<b>\$(99,547)</b>	FY-2024	<b>\$(360,312)</b>
FY-2023	<b>\$(98,536)</b>	FY-2023	<b>\$(363,017)</b>
FY-2022	<b>\$(93,711)</b>	FY-2022	<b>\$(336,441)</b>

## PERSONNEL, OPERATIONAL & ADMINISTRATIVE COMPLIANCE

The findings for personnel, operational and administrative compliance are as follows:

### **Board Members**

- ☐ The board consists of chairperson, a general manager, a secretary, and a treasurer each receiving compensation for their services at the maximum \$150.00 per meeting.
  - Board members are not compliant on ethics training, the GM, Secretary and the FO will require training.
  - Terms are properly staggered currently however the Treasurer is new, and his term is unknown at this time, the GM will follow up and obtain this information.
  - Members have professional experience in accounting, business, and other non-profit areas.
- ☐ Members may not have taken an oath of office per G.S. 11-7, and copies of oaths are not available at the board's administrative office.
- ☐ Meetings are generally held the last Wednesday of each month and public notices are posted via a flyer in an in-store vestibule.
- ☐ Meeting minutes are organized and available and follow the order of proceedings, providing detail of business discussed in a transparent and easily comprehensible manner.
  - Minutes reviewed contained most required notations including time and date, approval of previous meetings minutes, and distinguished between new and old minutes. *Meeting minutes were not signed by the chairperson.*

- o Full financial reports prepared by the board's accounting firm are presented including sales for mixed beverages, comparisons for previous year, P&L and balance sheet.
  - o Board members are heavily encouraged by the Commission to use checks and balances to ensure that cash management practices are upheld especially on payroll. Boards should also, routinely review any notes and recommendations provided by the CPA firm on annual audits.
- The board's login website had been updated at and prior to Commission visit and contains accurate information pertaining to board members, personnel, and store location.
- o *The expectation going forward is that ABC boards will routinely manage this information online and work to communicate with the Commission particularly when new members are added, or whenever any current serving members resign before a term has ended.*

## **Law Enforcement**

- The board has a law enforcement contract with the Town of Mount Holly Police Department from 2016 and a copy is on file in Commission records.
- Law enforcement reports are submitted regularly by Sgt. B. Kale and are current to date.
  - o Reports often provide details of activities for accountability per G.S. 18B-501(f1).  
*The board could consider discussing activities related to law enforcement at board meetings.*

## **Board Personnel**

- The board currently staffs fifteen (15) total employees, with one (1) full time, and fourteen (14) part time.
- General Manager has served in this role with the board for approximately twenty and one-half years and has additional experience in retail sales and management.
  - o General manager is full time, and her salary meets the required compensation per G.S. 18B-700(g1), however she is not compliant on ethics training.
  - o The GM's responsibilities include full oversight of all daily store operations, human resources, ordering, inventory, and other operational tasks.
- The secretary and finance officer are part time and supports the manager with many responsibilities including inventory and deliveries.
- The Finance Officer is part time and has served the board for around twenty years. Her responsibilities include billing and other invoices, many other things financial and administrative, and additional operational activities.
- The board uses a third-party firm for some accounting related duties.
  - o Their main responsibilities include processing much of the information provided by personnel, providing financial reports for member review and the annual CPA audit, and providing general financial oversight and guidance.
- The board has a part-time lead store clerk who assists management with scheduling and other operational duties.
- All other store employees are part time sales associates and primarily responsible for providing friendly customer service, general store cleaning and upkeep, and stock maintenance.
- Training is provided to new employees from management and other personnel and is on the job and mentorship styled.

- RASP training has not been completed in recent years and management is receptive to the idea and benefit. Product knowledge training is handled informally between management and team members.
- Product knowledge training is handled informally between management and team members.
- Employee files are kept in the administrative office and include tax and other applicable information and personnel manual acknowledgment form.
- Full time employees “The GM” is enrolled in the NC 457K plan.
- No conflicts pertaining to nepotism found and per discussion with general manager.

## **Policies**

- The board has an adequate personnel manual that details various policies, behavioral standards, and aspects of employee benefits. Some of the headlines included in the manual are as follows:
  - Ethics standards and customer, employee, and personnel relationship.
  - Alcohol sales for identification of age, intoxication, employee, or families.
  - Cash handling including deposits and register balancing.
  - Pay, leave and benefits including holidays, timekeeping, scheduling, overtime, insurance, illness, medical, military, pregnancy, and employment categories.
  - Conduct standards including appearance, attendance, etiquette, drug or alcohol use, smoking, discipline, and harassment.
  - Employee evaluations, discipline, and problem resolution.
- For travel, the board chooses to adhere to the local municipality travel policy in compliance with G.S. 18B-700(g2) however a current YTD approval has not been provided for documentation for Commission records, the GM will obtain the approval and forward to the Commission.
- The board could consider adopting written policies for credit/bank card usage, lottery, tastings, and employee tastings.

## **Operations**

- Full inventory is conducted quarterly with code-based inventories and other random counts conducted more frequently.
  - The GM manager and other team members participate.
  - Scanners are used, and discrepancies are investigated.
  - Adjustments are made by the general manager and sheets are retained.
  - A sample of items were selected to verify accurate current inventory. Of those selected four items of actual inventory did not match the price sheet.
  - Strategies for slow moving products include a discontinued section, and offering to return to LB&B.
- Board receives deliveries for goods every two weeks.
  - Offload is conducted using a purchase order receipt list checking off cases by code.
  - Variances are reviewed and recounted before sending notification to LB&B.

- The board currently has 11 mixed beverage customer accounts.
  - Invoices are provided to permittees at the time of the transaction and copies are retained for each account.
  - Mixed beverage customers use the warehouse entrance for purchases and staff assist in verifying order accuracy and help the customers with loading.
- General manager makes liquor order by first reviewing a thirty-day sales history and comparing to current inventory code by code. Lastly, special orders are submitted and limited and allocated products are considered and ordered at midnight on the first of each month.

### **Financial, Administrative, and Internal Controls**

- Invoices for liquor are usually processed monthly for all deliveries and many payments are processed via ACH.
  - *A sample of payment dates was reviewed and indicated invoices were paid within the thirty-day requirement.*
- Board's checks have the required disbursement certificate in compliance with G.S. 18B-702(q).
  - The finance officer and the general manager sign checks.
- Although the finance officer does regularly review liquor orders, the pre-audit stamp required by G.S. 18B-702(m) is not being properly affixed to purchase orders. *This could most reasonably be accomplished by stamping and signing the order edit list or other purchase orders.*
- The general manager and assistant manager each have a credit card, and the finance officer has the information for one of the cards to make on-line payments.
  - Itemized receipts for purchases are provided to the finance officer for review before the account is balanced.
  - *The board does not have a written credit card policy but should consider.*
- Deposits are made daily for the previous business day except Saturday. Deposit slips and other banking information are retained at the board's office and the finance officer conducts month end reconciliation and provides documentation to their accounting firm.
  - *A review of one month's deposit information was conducted, and no discrepancies were found between deposits and register receipts.*
- The board uses two registers in their showroom with four tills beginning with \$200.00.
  - Drawers are counted at the beginning and end of each shift and a slip for each till is signed by the applicable employee.
  - The opening manager recounts all tills and combines the individual's employees' bank bags to build the deposit.
  - There is a fund used as petty cash.
- Funds are kept in a pooling bank approved by the North Carolina Treasury Office.
- Payroll is biweekly and processed by board personnel with the accounting firm handling tax and other reductions.
  - Employees use a manual written system to clock in and out and hours are reviewed by all administrative employees.
  - *A review of recent payroll records indicates accurate pay rates for the board website for board members and the general manager.*

- Board has in the past kept records for unsaleable merchandise reports and emails copies of the claims to the Commission regularly in compliance with NCAC 15A .1701(c).
- The annual CPA audit was received by the Commission on September 19, 2024.
- All board members and the general manager and finance officer are each bonded for \$50,000 per G.S. 18B-700(i).

## **STORE INSIGHT & OVERVIEW**

- The board's store and administrative office is located on a side street off a major commercial thoroughfare and approximately 1.5 miles of an interstate.
  - Outside area surrounding the store is well-maintained and free of debris or trash.
  - There are no televisions on site.
  - There is ample parking and easy access for deliveries.
- The showroom-retail area is medium to large and shelving, endcaps, and other displays are well organized.
  - Show room space is aesthetically pleasant, well-lit, and allows for easy flow for patrons and staff.
  - The Fetal Alcohol Syndrome poster required by G.S. 18B-808 is displayed, and the quarterly price book is available should customers request.
  - Listings for specially priced items are printed and available for customers to review
- The warehouse and administrative areas form a full horseshoe around the retail spaced.
- Shelf management practices are fully implemented, and a written plan is available for store personnel which corresponds with NCAC 15A .1708.
  - Products are fronted and dusted, and most are placed in categorized areas.
  - Premium products are generally found at eye-level or top shelf.
  - Bottles are generally arranged so they increase in size left to right of the same item.
- Sales associate interactions with customers are attentive, courteous, and the staff is very familiar with many of their patrons.
- A sample of approximately 100 items were selected to determine if uniform pricing is displayed. Of those selected, four item's prices were inaccurately posted.
  - *Both items were monthly SPA, and no special tag was supplied by the vendor.*
  - Price discrepancies are handled in the customers favor if the shelf tag were to be lower than the current price mandate.
- Store is generally open from 11:00 am until 9:00 pm daily. They are currently closed every Sunday, the (5) previously required annual holidays, and Memorial Day.
- Security systems are in place and functional in all designated areas.
  - *The store has (18) cameras and one panic button.*
  - *Management has an informal agreement with the police department to have a visible presence in their parking area or road near the store as their time permits.*

## RECOMMENDED ACTIONS (STATUTES OR COMMISSION RULES)

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- Board members should take an oath before taking office or before the execution of the office per G.S. 11-7. *A written account of the oaths should be available at board administration.*
- While already providing sufficient procedural oversight, the board should craft a credit card policy that clearly defines the purposes for usage of the card(s), people that may use the card(s), and the method for retaining records of usage. In accordance with Rule 15A .1102, the board should send the Commission all rules for approval and record retention.
- ABC Board members must complete ethics training within one (1) year of each appointment and again following all reappointments under NCGS 18B-706(b).
- The Commission recognizes that the board follows its municipality local policy. As a reminder, the board must annually obtain approval from the appointing authority to adhere to their local government travel policy and annually provide the Commission a copy of this approval per G.S. 18B-700(g2).
- Board meetings are recommended to be signed by the ABC Chairperson.
- All board members (and newly appointed members) may serve for three-year maximum terms. All members are required to complete ethics training within one (1) year of their initial appointment and each subsequent appointment date per G.S. 18B-706(b). Completion certificates should be forwarded to the Commission via email. Documentation showing the BM term appointment and term expiration should be forwarded to the Commission after consulting with the with the appointing authority.
- ° Re Appointment necessary: Per Commission records, Chair Person Neely was appointed July 2022 and has not been formally reappointed again in 2025 (or no oaths of office were available to verify). Reappointment would need to occur as soon as possible.

## ADDITIONAL CONSIDERATIONS & GUIDANCE ....

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- The Commission's primary focus for ABC board members:
- ABC board members are highly encouraged to meet monthly for the best formal oversight and review of board operations, routinely recording meeting minutes (*adhering to closed meeting requirements where applicable*) and ensuring either no conflicts of interest are present or that they are addressed appropriately when presented. Monthly sales should be reported to the Commission at beginning of next month, providing annual budgets, budget amendments, miscellaneous financial reporting to Commission following timelines, and ensuring Commission has annual CPA audits by Sept 30<sup>th</sup>.
- ABC boards are highly encouraged to keep term begin dates & term end dates updated on the Commission's board login website for all ABC board members and other information such as store hour changes, pictures, email updates, etc. *Moreover, liaising with the Commission when new members are appointed or when member resign early before term has ended is very important for recordkeeping efforts of the Commission.*
- ABC boards are highly encouraged to find straightforward ways to lower any recurring expenses. *A very tangible way to lower operating costs is to fully maximize monthly special purchase allowance (SPA) liquor products that routinely sell well in the store to lower cost of goods sold (COGS).* ABC Boards can limit the number of personnel travelling to conference and convention events across the state. Other ways to try to improve expenses include requesting bids annually from various vendors to get the best rates possible on financial audits, various utilities, maintenance contracts, and *credit card processing companies.*
- ABC boards are encouraged to closely review financial statements monthly, comparing with the annual budget forecast, approving budget amendments when necessary and submitting copies to the Commission for anticipated sales increases as well as other adjustments for budgeted accounts.
- ABC Boards are required to operate within a balanced budget each fiscal year. Budget amendments must be approved by the board before any funds are transferred between accounts and utilized, occurring at the actual point of time an adjustment of funds is necessary. This would include the point in time during the fiscal year when the board will exceed its annual forecasted sales budget. *Ensure budget amendment copies are submitted to the ABC Commission as required per NCGS 18B-702(h), to include a final reconciliation budget amendment for the fiscal year end.*
- Cross training opportunities for personnel should be maximized to ensure solid continuity of operations occurs for ABC boards. Also, training opportunities can work well to develop store employees for increased responsibility roles and serving to make both the routine operations and employee morale stronger.
- NCAC Rule 15A .1701 requires quarterly reports be submitted for any unsaleable merchandise (breakage) and retain original copies for three (3) years. *All breakage reports should only be transmitted via email submission to Commission staff; copies should not be mailed.*
- As a reminder, remove all faded posters and replace with new ones when applicable. Reach out to the Commission to provide fetal alcohol syndrome posters, NC Dept of Labor can provide wage & hour posters, and OSHA can provide some applicable federal posters if any are needed.
- ABC boards can explore additional training opportunities periodically available through the ABC Commission as well as partnering with other ABC boards on specific areas such as best retail and marketing practices.



ABC Commission  
400 E Tryon St  
Raleigh, NC 27610

September 25, 2025

Thank you for the audit performance of our store in July. We have taken action on the recommendations listed below, as well as other notations that were made.

Item 1. Oath of Office.

Copies of oaths of office of board members are filed.

Item 2: Credit Card Policy.

The Board adopted a debit card policy on July 30, 2025.

Item 3: Ethics Training.

All ethics training is up to date and will continue to be completed upon appointment or reappointment of board members.

Item 4: Travel Policy.

The board has adopted the state travel policy on September 25, 2025.

Item 5: Meeting Minutes.

Approved minutes of board meetings are now being signed and kept on file.



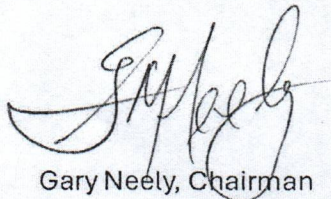
Item 6: Board members terms, ethics training and certificates.

Board member terms are attached. Certificate is attached. Ethics training is noted in #3.

Item 7: Reappointment.

Board member Neely was reappointed by the City Council on August 11, 2025.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Neely', written in a cursive style.

Gary Neely, Chairman

Mt Holly ABC Board



# Certificate of Accountability

This document assures this Board and the State of North Carolina that the following statutory duties required of local ABC Boards have been properly performed.

1. The system has complied with all State uniform pricing requirements pursuant to NCGS §18B-804.
2. That all alcoholic beverages sold have been approved by the Commission for sale in this State pursuant to NCGS §18B-800.
3. That all "gross receipts" pursuant to NCGS §18B-805(a) have been properly accounted for and are lawful.
4. That all taxes due and board expenses have been properly and timely paid pursuant to NCGS §18B-805(b).
5. That all distributions pursuant to NCGS §18B-805 have been properly and timely paid.
6. That the finance officer for the board has properly performed all duties as required pursuant to NCGS §18B-702(k).

N/A  
General Manager

Kimberly W. Spencer  
Financial Officer

J. M. Kelly  
Chairman

Greg Blomquist  
Board Member

Janice McRorie  
Board Member

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Board Member

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Board Member