

Mount Pleasant ABC Board

Performance Audit Report



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Alcoholic Beverage Control

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December 10, 2025

Mount Pleasant ABC Board

Alesia Atwood, Chair

8930 E. Franklin St

Mount Pleasant, NC 28124

Chairperson Atwood,

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 Pleasant 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 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.

About Mount Pleasant

Mount Pleasant, North Carolina, is a small, close-knit town located in Cabarrus County, just northeast of Concord and about 30 miles from Charlotte. Known for its welcoming community and small-town charm, Mount Pleasant blends a rich history with the comforts of modern living. The town retains much of its traditional Southern character, featuring tree-lined streets, historic buildings, and locally owned businesses that reflect its heritage.

Founded in the mid-19th century, Mount Pleasant developed as an agricultural and mill community, and remnants of that past still shape its identity today. Historic landmarks like the Eastern Cabarrus Historical Society Museum and preserved mill buildings serve as reminders of the town's role in regional industry and education. The downtown area remains the heart of Mount Pleasant, where residents gather for community events, local shopping, and dining.

Despite its modest size, Mount Pleasant enjoys a strong sense of community pride. Schools, parks, and recreational programs bring residents together, while the surrounding countryside offers scenic beauty with rolling farmland and peaceful rural views. The town's location provides easy access to larger cities like Concord and Charlotte, giving residents the convenience of urban amenities while maintaining the slower pace and friendliness of small-town life.

Overall, Mount Pleasant is a place that values its history, embraces growth with care, and fosters a warm, family-oriented atmosphere. It's a community where tradition and progress blend naturally, making it an appealing place to live, work, and visit in the heart of North Carolina.

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 GM and Finance Officer is in charge of the payroll, financial reporting, and other bookkeeping duties as needed. The Board hired an external accountant that generates the annual audit reports. All store employees' primary responsibility is to provide friendly customer service to all customers, store upkeep and stock maintenance.

A mixed beverage referendum occurred on September 19, 1967, and it passed. Currently, the Mt Pleasant ABC Board appoints a chairperson, a vice chairperson, (3) board members, and a general manager to serve on the ABC board. The Mt Pleasant ABC Board currently operates (1) retail store. The board staff (4) in total personnel. These include (1) part-time and (3) full-time personnel. The general manager is responsible for daily store operations including supervising personnel, inventory management, and various retail functions. The GM also 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 Mt Pleasant ABC Board occurred in 2019. The Commission audit serves as a continuous way to provide local boards with information and best practices that target areas for improvement.



8930 E. Franklin St, Mt Pleasant N.C

OPERATIONAL OBSERVATIONS, FINDINGS, REQUIRED ACTIONS, & RECOMMENDATIONS

On Thursday, October 30, 2025, ABC Board Program Analyst II Eric McClary visited the Mt Pleasant ABC Board and interviewed Amy Underwood (General Manager). Below is a financial analysis followed by operation observations, findings, and recommendations related to the performance audit.

FINANCIAL ANALYSIS

PROFIT PERCENTAGE TO SALES & OPERATING COST RATIO

- In fiscal year (FY) 2024-2025, the Mt Pleasant ABC Board had a profit percentage to sales ratio of -3.84%. The NC ABC Commission profit to sales standards for ABC Boards with gross sales less than \$2M is 5.0%.
 - Mt Pleasant ABC Board's gross sales totaled \$1,505,863, which was an approximate 2.0% decrease from the previous fiscal year.
- Mt Pleasant ABC Board operates one (1) retail store with mixed beverage sales. The operating cost ratio for the board was 1.14 in FY 2024-2025. 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 Mt Pleasant ABC Board failed to meet the profitability standard however 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 2024-2025	FY 2024-2025
Gross Profit on Sales	\$369,898	\$368,313
Income from Operations	(57,756)	(21,338)

Factors affecting profitability and cost include:

- Surrounding areas with other ABC systems which are within a 30-mile radius include Concord ABC, and Albemarle ABC, Locust ABC, and Norwood ABC.
- There was 3.7% unemployment rate in Cabarrus County in June of 2025 compared to 3.2% the previous year and month.
- The board currently has approximately 4 active mixed beverage customers. *In FY 2024/2025 mixed beverage accounted for over 5.8% of gross sales.*

FINANCIAL ANALYSIS (cont.)

➤ *Factors affecting expenses:*

- Total operating expenses increased around (9.7%) from the last fiscal year.
- Board salaries and wages were approximately (17.4%) of total annual sales.
- Cost of Goods Sold (COGS) was roughly 52.8% for the fiscal year with a normal range being 52% to 54%.

BUDGET ANALYSIS

	FY 2024-2025 Budget Projections	FY 2024-2025 <i>Actual</i>	Variance	Variance %
Sales	\$1,662,595	\$1,505,883	(343,736)	20.6%
Revenue over or (under)				
Expenditures		(42,003)		

In reviewing the budget to actual analysis of the FY 2024-2025 financial audit, actual sales revenues were less than forecasted projections of 20.6%. After reconciliation, the change in the Board's end net position was \$135,372.

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 Pleasant ABC made a total of \$340,281 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 Cabarrus County.

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

25% to Cabarrus County General Fund

75% to Mount Pleasant General Fund

WORKING CAPITAL

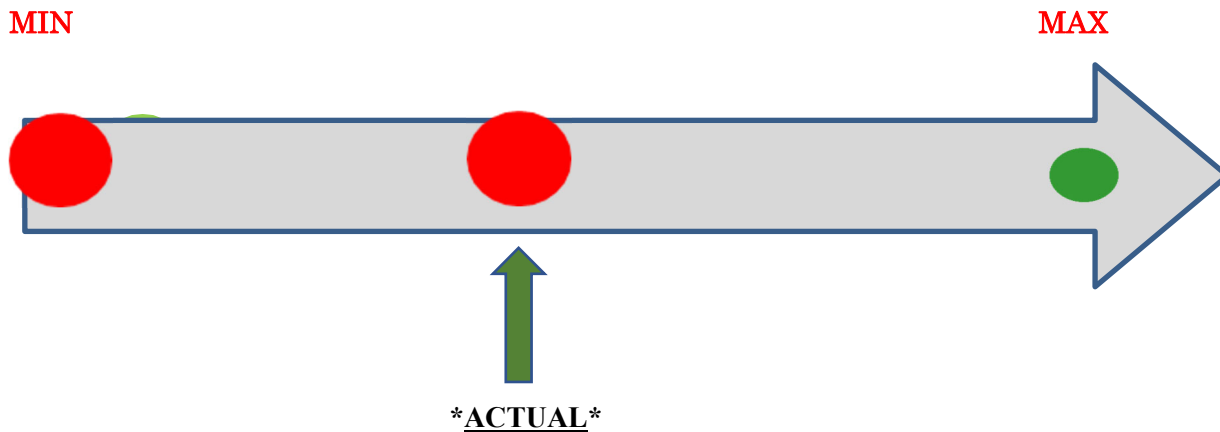
G.S. 18B-805(d) allows the board to set aside a portion of the remaining gross receipts, within the limits set by the rules of the Commission, as cash to operate the ABC system.

- 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, 2025, the Mount Pleasant ABC Board is required to maintain a minimum working capital of \$44,830 with a maximum working capital amount of \$388,528.

- o The Mount Pleasant ABC Board had a working capital balance of 132,500 which is more than the minimum and less than the maximum Commission requirements for this section (*).

*** FY 2024-2025: 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 Pleasant ABC Board has not 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		Mt Pleasant ABC Board Net profit distribution made annually by fiscal year	
<i>Note: Referencing CPA Audit Reports</i>			
CPA Calculated Amount		Total paid to recipient(s)	
FY-2025	\$42,335	FY-2025	-
FY-2024	\$43,252	FY-2024	-
FY-2023	\$115,661	FY-2023	\$200

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, and five members each receiving compensation for their services at the maximum \$150.00 per meeting.
 - Board members are compliant on ethics training.
 - Terms are properly staggered.
 - Members have professional experience in accounting, business, and other non-profit areas.
- ☐ Members may have taken an oath of office per G.S. 11-7, and copies of oaths are available at the board's administrative office.
- ☐ Meetings are generally held on the second Tuesday of each month, and public notices are posted on a bulletin board in an in-store vestibule, on the board's Facebook page and the town hall.
- ☐ Meeting minutes are organized and available and follow the order of proceedings, providing details of business discussed in a transparent and easily comprehensible manner.

- o Minutes reviewed contained most required notations including time and date, approval of previous meetings minutes, and distinguished between new and old minutes.
 - o Full financial reports are prepared by the GM and or the FO and are presented to the Board, 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 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 Cabarrus County Sheriff's department from 2025, and a copy is on file in Commission records.
- Law enforcement reports are current and up to date.
 - o Reports often do not provide details of activities for accountability per G.S. 18B-501(f1).

Board Personnel

- The board currently staffs (4) total employees, with (3) full time, and (1) part time.
- General Manager has served in this role with the board for approximately seven and has additional experience in retail sales and management.
 - o General manager is full time, and his salary meets the required compensation per G.S. 18B-700(g1).
 - o The GM's responsibilities include full oversight of all daily store operations, human resources, ordering, inventory, and other operational tasks.
- The Gm handles the accounting for the Board.
 - o The main responsibilities include processing much of the information provided by personnel, providing financial reports for members, and providing general financial oversight and guidance.
- All 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 for 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 conducted 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 LGERS.
- 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 States travel policy in compliance with G.S. 18B-700(g2).

Operations

- Full inventory is conducted monthly with code-based inventories and other random counts conducted more frequently.
 - The GM and other team members participate.
 - Scanners are used, and discrepancies are investigated.
 - Adjustments are made by the general manager and sheets are retained.
 - Strategies for slow-moving products include a placed in a higher visibility area or asking the Commission for a reduction.
- Board receives deliveries for goods twice monthly.
 - Offload is conducted using a purchase scanner.
 - Variances are reviewed and recounted before sending notification to LB&B.
- The board currently has 4 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 helping the customers with loading.
- The general manager makes liquor orders by the inventory report.

Financial, Administrative, and Internal Controls

- Invoices for liquor are usually processed monthly for all deliveries, and many payments are processed via written checks.
 - *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 board's GM and Finance Officer signs the checks.
- The pre-audit stamp required by G.S. 18B-702(m) is not being properly affixed to purchase orders.
- The general manager has a credit card, and she has the information about the cards to make on-line payments.
 - Itemized receipts for purchases are provided to the CPA for review before the account is balanced.
- Deposits are made daily for the previous business day except Saturday by the GM. Deposit slips and other banking information are retained at the board's office and the CPA 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 the store; one is for retail in the showroom with 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 employees' bank bags to build the deposit.
 - There is a small 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 FO and she also handles the accounting for the board.
 - Employees use a time clock 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 keeps 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 has not been received by the Commission to this date October 30,2025.
- 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 in a small parking lot off a major commercial thoroughfare and approximately 1 mile from an interstate or highway.
 - Outside area surrounding the store is well-maintained and free of debris or trash.
 - There are no televisions on site.
 - There is very minimal parking due to the size of the parking lot and easy access for deliveries. Parking is free.
- The showroom-retail area is very small 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 are located within the back of the retail space and are very small.
- 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 on the top shelf.
- Bottles are not arranged so they increase in size left to right of the same item.
- Sales associate interactions with customers are attentive, courteous, and the staff are 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, there were two with price discrepancies, The GM will act to correct these discrepancies.
 - 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 9:00 am until 9:00 pm daily. They are currently closed every Sunday, the five (5) previously required annual holidays, and Memorial Day.
- Security systems are in place and functional in all designated areas.
 - *The store has (17) cameras and one panic button.*

RECOMMENDED ACTIONS (STATUTES OR COMMISSION RULES)

- 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 when 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.*
- Please ensure all newly adopted policies or any updated policies are submitted electronically to the Commission for recordkeeping and review per NCAC 15A .1102 Rule. Electronic copies of the personnel manual should be emailed to Commission personnel for recordkeeping.
- ABC Boards are required to work within general minimum and maximum limits for working capital, as established per Commission Rule NCAC 15A .0902(a)(2). When ABC Boards exceed maximum working capital in any given FY due to planned capital improvements, please secure written approval from the applicable County or Municipal authorities per N.C.G.S. 18B-805(d) and forward to the Commission. As best measure, securing documentation prior to exceeding maximum working capital would be the most ideal approach.
- Based on G.S. 18B-702(s), ABC boards submit annual CPA audits to the appointing authority and the Commission. The Commission requests for the audits to be submitted by September 30th each year outside of any unanticipated scenarios.
- Local boards shall establish and maintain a shelf management plan per Commission Rule 15A.1708 Shelf Management. While mostly followed, the board could work to rearrange liquor inventory on the shelves to follow shelf management requirements, in particular ensuring bottles increase in size from left to right where applicable.
- While quality oversight on purchases is in place, the board should re-establish full compliance with G.S. 18B-702(m) preaudit approval certificate to take substantially the following form on checks. “This instrument has been pre-audited in the manner required by GS 18B-702”. *This could most reasonably be accomplished by stamping and signing the order edit list or other purchase orders purchase orders.*

ADDITIONAL CONSIDERATIONS & GUIDANCE

- 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 30th.
- 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.

Mount Pleasant ABC BOARD

ABC Commission
400 E. Tryon Rd.
Raleigh, NC 27610

November 14, 2025

We truly appreciate your support and recommendations from the audit recently performed. This performance audit will help us with the areas that need improvement. Please find below our responses to the findings and recommendations.

Item 1: A sample of approximately 100 items were selected to determine if uniform pricing is displayed. Findings: Of those selected, there were two with price discrepancies, The GM will act to correct these discrepancies.

Both price discrepancies were corrected immediately, and all recommendations will be followed.

Item 2: Shelf management practices are fully implemented, and a written plan is available for store personnel which corresponds with NCAC 15A .1708. Findings: Bottles are not arranged so they increase in size from left to right of the same item.

All bottles were rearranged to increase in size from Left to Right. All recommendations will be followed.

Item 3: While quality oversight on purchases is in place, the board should re-establish full compliance with G.S. 18B-702(m) preaudit approval certificate to take substantially the following form on checks. "This instrument has been pre-audited in the manner required by GS 18B-702".

This could most reasonably be accomplished by stamping and signing the order edit list or other purchase orders.

The General Manager has ordered the recommended stamp. The board will ensure pre-audit certificates are present on liquor orders to adhere to NCGS 18B-702(m).

Item 4. The board has signed and submitted a COA form.

Sincerely,

Alesia Atwood, Chairman / Amy Underwood, GM
Mount Pleasant ABC Board

November 5 2025
Month Day Year

Mt. Pleasant ABC
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).


General Manager


Financial Officer


Chairman


Board Member


Board Member


Board Member


Board Member