

**MUNICIPAL OFF-SALE RETAIL LIQUOR BOARD
CITY HALL COUNCIL CHAMBERS
MAY 5, 2020
6:15 P.M.**

Some or all members of the Liquor Board may participate in this meeting by telephone or Zoom rather than being personally present at the Liquor Board's special meeting place at 221 Washburne Avenue, Paynesville, Minnesota. Members of the public can monitor the Board meeting by contacting Belinda Ludwig at 320-243-37814 Ext. 228 or belinda@paynesvillemn.com by noon on the day of the meeting to make arrangements via telephone or zoom.

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. May Promotions
 - B. Open House/Other Liquor Store Events
 - C. Store Hours
 - D. Staffing
- IV. OLD BUSINESS
 - A. Sales & Purchasing Report
 - B. 2020 Board Goals For The Liquor Store – ***Please bring them with to the meeting.***
 - C. Software & Loyalty Card Installation Update
 - D. Legislative Update
- V. INFORMATIONAL
- VI. ADJOURN

Voting Members: Len Gilmore, Jennifer Welling, Steve Vaske, Sue Hecht, and Reed Ringstad. Advisory Member: Bill Ludwig

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Municipal Off-Sale Retail Liquor Board. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Municipal Off-Sale Retail Liquor Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR BOARD/COUNCIL ACTION

BOARD/COUNCIL NAME: Liquor Board

Board/Council Meeting Date: May 5, 20020

Agenda Section: Consent

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the March 10, 2020 Municipal Off-Sale Retail Liquor Board meeting.

ADMINISTRATOR COMMENTS:

BOARDCOUNCIL ACTION:

Motion to approve the minutes from March 10, 2020 Municipal Off-Sale Retail Liquor Board meeting.

**MINUTES
MUNICIPAL OFF-SALE RETAIL LIQUOR BOARD**

MARCH 10, 2020

The meeting was called to order by Chairperson, Reed Ringstad at 6:17 p.m. Members present were Len Gilmore, Sue Hecht, and Steve Vaske. Jennifer Welling, Administrative Assistant/Zoning Specialist was absent. Also present was advisory member Bill Ludwig, Liquor Store Manager.

Motion was made by Gilmore to approve the minutes from the January 7, 2020 Municipal Off-Sale Retail Liquor Board meeting. Seconded by Hecht and unanimously carried.

MARCH PROMOTIONS/SALES

Ludwig reviewed the in-store specials.

SALES AND PURCHASING & YEAR END REPORT

Ludwig reviewed the following:

Year to Date 1-1-2020 to 2-29-2020:

- Sales are up \$12,082.00 or 6.4%
- Profit is up over 2019 \$3,630.00 or 8.9%
- Margin in 2020 is 21.52% compared to in 2019 was 20.96%
- Product count is up 631 over 2019
- Transaction count is up 281 over last year
- Average transaction is up .65 cents from the previous year
- Units per transaction are 2.25; the same as 2019

WINE CLUB

Wine Club at Roadside had 64 attendees with 91 bottles sold and it went very well at this location.

2020 GOALS

This was tabled until the next meeting.

HUMIDOR

Ludwig explained that the quote of \$750.00 is now over \$1,100.00. The Board suggested to look at other options.

WINE CLUB SURVEY

This item was tabled.

SOFTWARE & LOYALTY CARDS

Ludwig gave a verbal update on the status of training. Double points could be offered as a promotion.

LEGISLATIVE UPDATE

Ludwig visited the State Capital on February 25th for Pr% with Zach Ludwig advocating for Fetal Alcohol Spectrum Disorder. In addition, he visited the State Capital on March 3rd with MMBA. The meetings were very positive with all elected officials and others he visited.

There being no further business, the meeting was adjourned at 7:30 p.m.