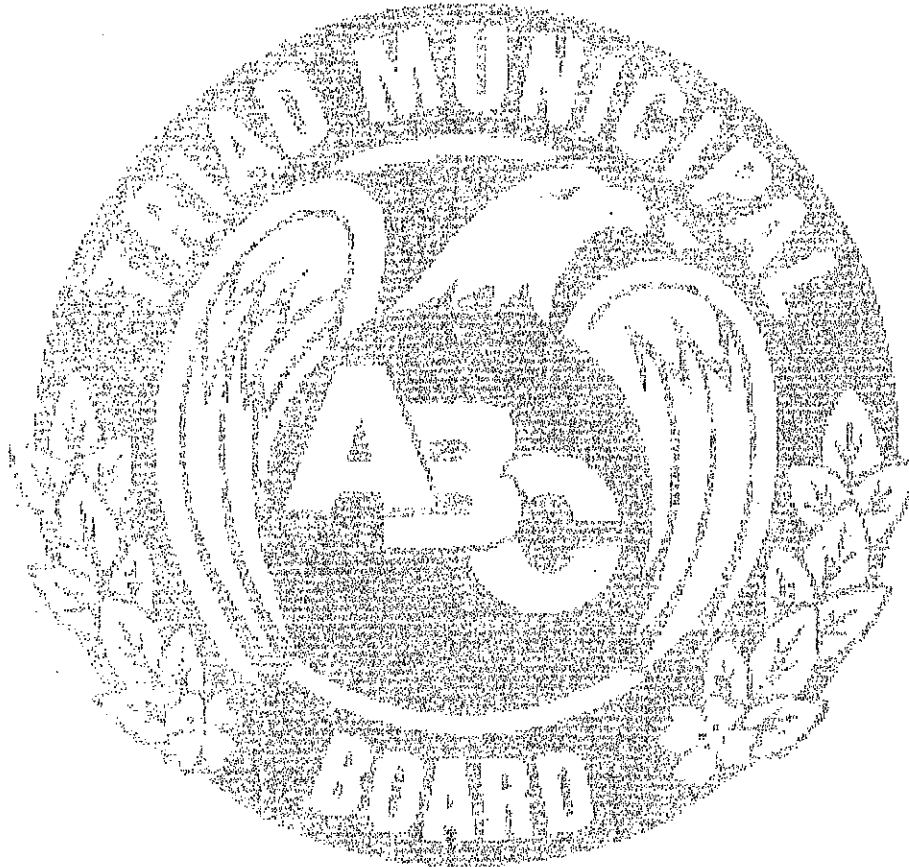


**TRIAD MUNICIPAL
ALCOHOLIC BEVERAGE
CONTROL BOARD**



**3127 Starlight Drive
Winston-Salem, NC 27107**

Phone: (336) 788-7141

Fax: (336) 784-0243

Website: www.triadabc.org

COMPOSITION OF THE BOARD

The composition of the Triad Municipal Alcoholic Beverage Control Board consists of a Chairman and up to six members selected by the authorizing boards of the participating municipalities. The Board shall be comprised of three (3) members from Winston-Salem and one (1) member from each of the other participating municipalities. Members shall be selected based on their interest in public affairs, good judgement, knowledge, ability, and good moral character. Each member is selected for a three (3) year term and each member may serve a maximum of two terms.

The Board has all the powers and duties imposed by the General Statutes on county/municipality board of alcoholic beverage control, and are subject to the authority of the State Alcoholic Beverage Control Commission.

AUTHORITY OF THE BOARD

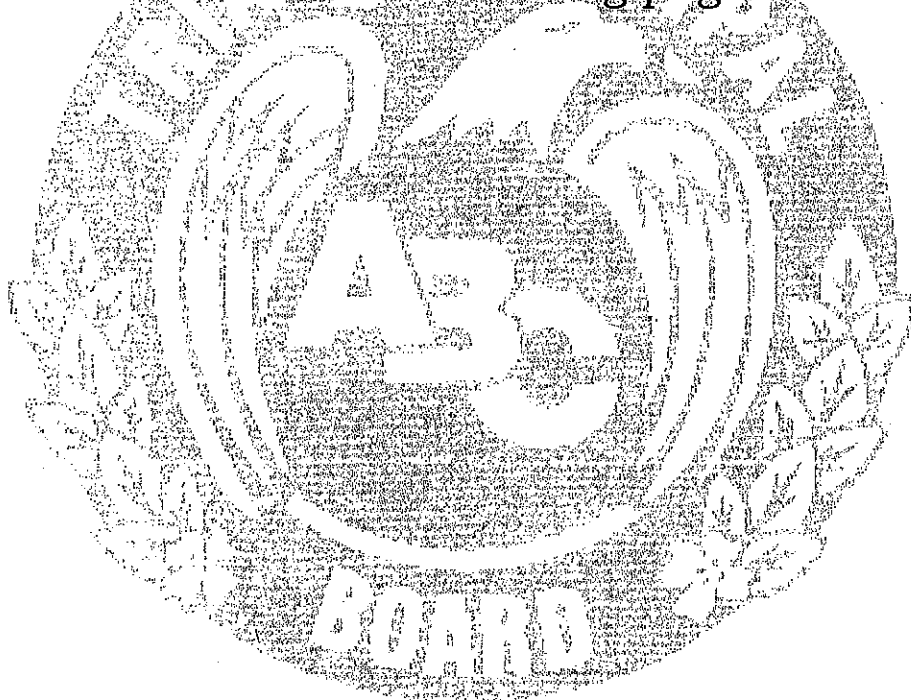
The Board has been established to control the importation, sales and distribution of alcoholic beverages within the corporate limits of the participating municipalities and enforcement of the laws concerning the possession and consumption of alcoholic beverages within Forsyth County. The Board has the functions, duties, and powers described in its enabling legislation as amended and General Statutes 18B.

The Board shall comply with all requirements of federal, state and local laws.

The Board shall adopt regulations governing the operation of the ABC stores, sales to liquor by the drink permittees, and enforcement of alcoholic beverage laws subject to the approval of the North Carolina Alcoholic Beverage Control Commission.

OATH OF OFFICE

Members of the Board must, before entering upon their duties, take the oaths provided by G.S. 11-6 and 11-7. Examples of the oaths to be used are shown on the following page.



SAMPLE OATHS OF OFFICE

OATHS OF _____, TAKEN AS A MEMBER OF THE TRIAD MUNICIPAL ALCOHOLIC BEVERAGE CONTROL BOARD.

I.

I, _____, do solemnly and sincerely swear that I will support the Constitution of the United States; so help me God.

II.

I, _____, do solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the Constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me God.

III.

I, _____, do swear that I will well and truly execute the duties of the office as a member of the Triad Municipal Alcoholic Beverage Control Board according to the best of my skill and ability, according to law; so help me God.

This the _____ day of _____ 2020

(Name)

Sworn to and subscribed before me, this _____ day of _____ 2020

Notary Public

PRESIDING BOARD OFFICER

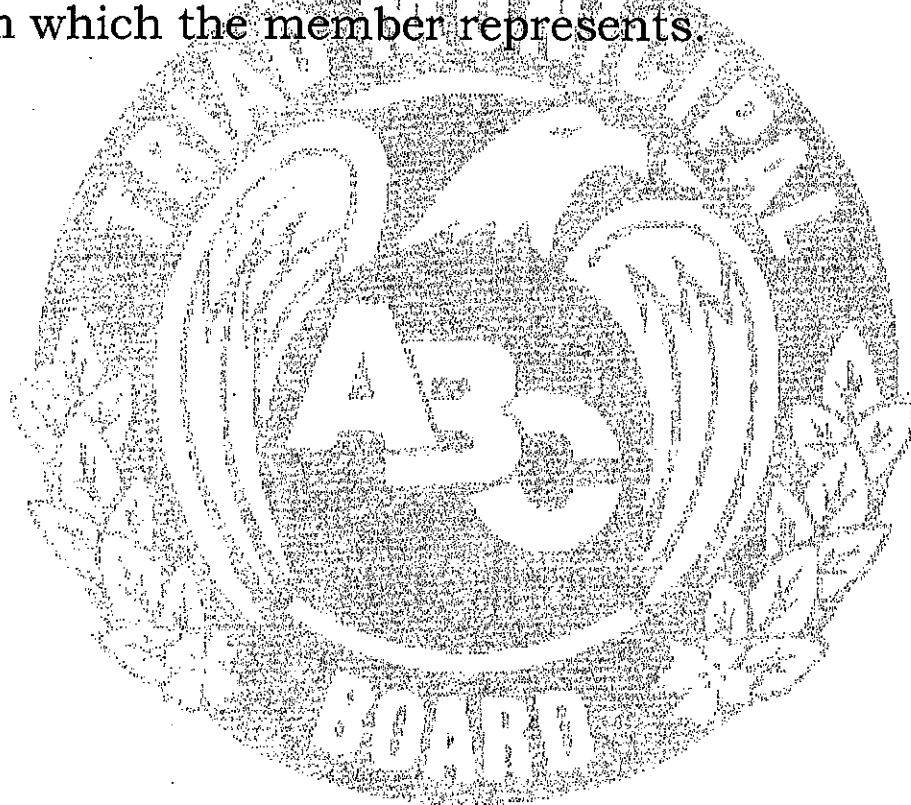
The Chairman shall preside at meetings of the Board. If the Chairman is not present, but a quorum is present, the member with the most seniority on the Board shall preside; and, if there is identical seniority, one of the members selected by the Administrator shall preside.

The Chairman shall be selected by means of a rotation of all Board members, which allows each member to serve during their tenure. The Chairman shall serve a one-year term.

It shall be the duty of the Chairman to preserve order and decorum at all meetings of the Board. The Chairman shall decide on all questions of parliamentary law and any member shall have the right to appeal from the decision of the chair. On such appeal, the Chairman may assign reasons for the decision and the member appealing may state reasons for the appeal. In the case of an appeal, a vote shall be taken and the decision of the Chairman, with respect to the question of parliamentary law and procedure, shall be either sustained or overturned. The decision as determined by the vote on appeal shall be conclusive.

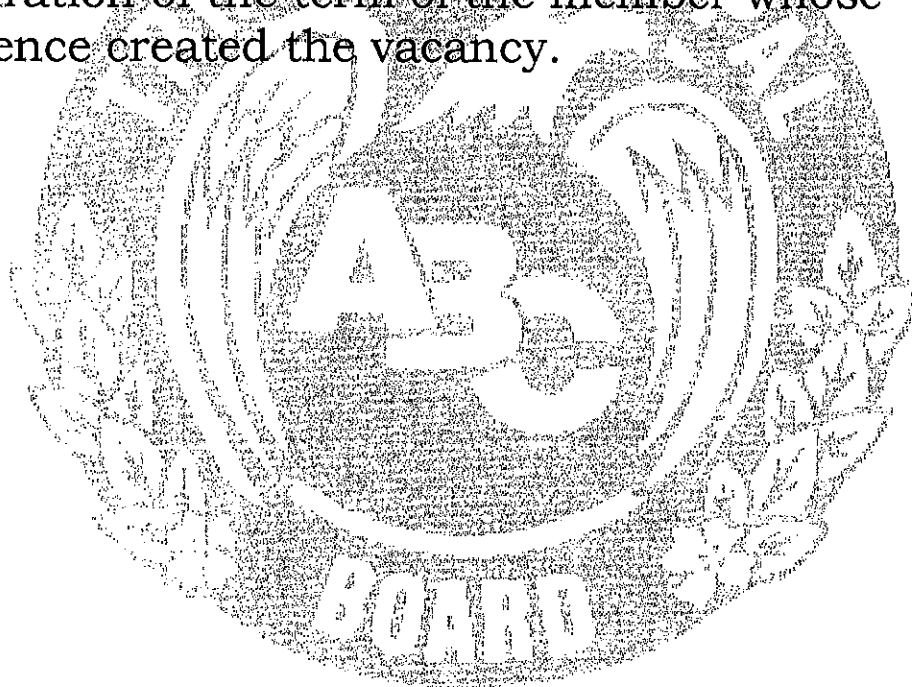
RESIGNATION OF BOARD MEMBER

The resignation of any member of the Board must be tendered in writing to the Chairman of the Board and to the Mayor of the municipality from which the member represents.



VACANCIES ON THE BOARD

Vacancies on the Board must be filled by the authorizing Board of the municipality from which the seat represents. Any person named to fill a vacancy shall hold office until the expiration of the term of the member whose absence created the vacancy.



BOARD MEETINGS

The Board shall hold a regular meeting on the third Tuesday of each month in the Administrative Offices of the Board, located at 3127 Starlight Drive in the city of Winston-Salem, N.C. at 4:00 p.m. In the event the meeting date shall fall on a locally observed holiday, the meeting shall be held on the next succeeding business day.

Special meetings and emergency meetings of the Board may be called at any time by the Chairman or by any two members of the Board acting jointly.

If a quorum is not present at a regular, special, or emergency meeting of the Board, such meeting shall not be adjourned to any other time or place, and all business shall be continued to the next regular, special or emergency meeting of the Board. Notice of such meeting shall be given as set forth herein unless it is the next regular meeting of the Board.

The Administrator shall cause an agenda of every regular meeting of the Board to be prepared and to be sent out for delivery to the Chairman and members at least forty-eight (48) hours prior to the time for which the meeting is scheduled. A failure to send an agenda forty-

eight hours prior to the time of the meeting, or to omit items from the said agenda, shall not affect the validity of any actions taken by the Board. Supporting documents and information as to each agenda item should accompany the agenda to the extent deemed by the Administrator to be reasonably necessary to apprise the Board members of the substance of each item, and to the extent available at the time the agenda is sent out.

The Administrator shall comply with the following procedures with respect to any special or emergency meeting to be held at a time or place other than that established for regular meetings.

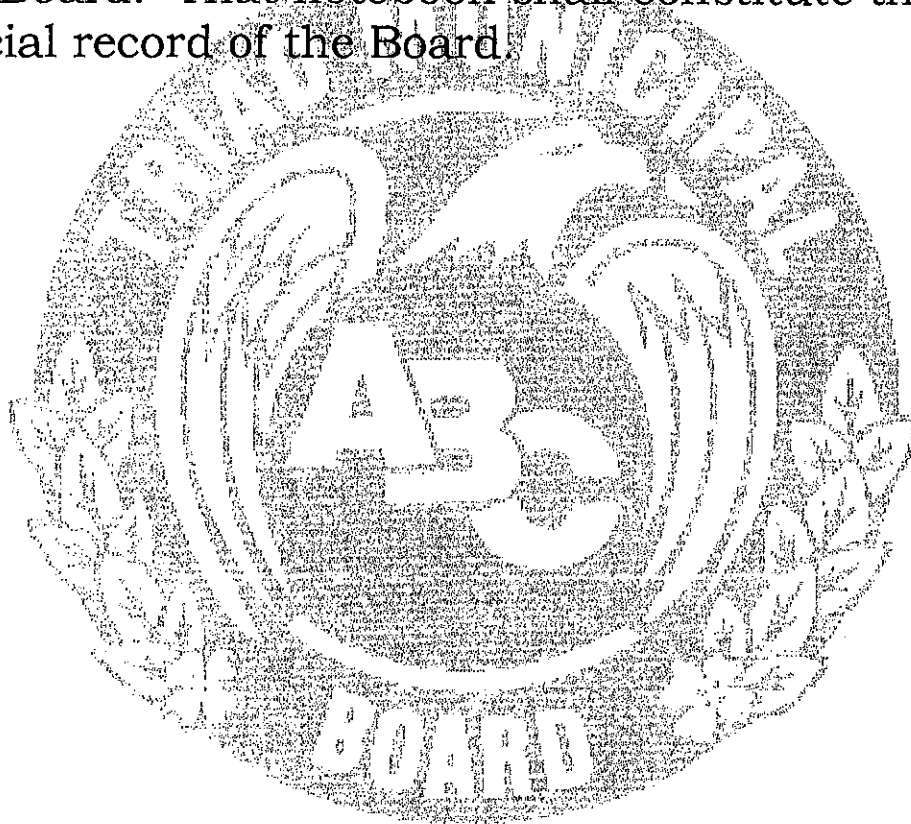
- A. The Administrator shall cause an agenda of every special meeting of the Board to be prepared and to be sent out for delivery to the Chairman and members at least 48 hours prior to the time for which the meeting is scheduled. Supporting documents and information as to the agenda items should accompany the agenda to the extent deemed by the Administrator to be reasonably necessary to apprise the members of the substance of each item, and to the extent available at the time

the agenda is sent out. A failure to comply with the provisions of this subsection shall not affect the validity of actions of the Board. No business shall be transacted at such special meeting other than that set forth in the notice.

- B. Written notice of such special meetings shall be posted on the door of the Administration Office, the same being the usual meeting room of the Board.
- C. Notice shall be mailed or delivered to each newspaper, wire service, radio station, television station or person who has properly filed a written request for notice with the Administrator.
- D. An emergency meeting may be called because of generally unexpected circumstances that require immediate consideration, and at such meetings, only business connected with the emergency may be considered.
- E. Telephone notification shall be given to all groups listed in D. above after the Chairman and each member has been notified of the emergency meeting.

MINUTES OF BOARD MEETINGS

The Administrator shall keep a notebook containing the minutes, and all official actions of the Board. That notebook shall constitute the official record of the Board.



ORDER OF BUSINESS

At the hour appointed for the meeting of the Board, the presiding officer shall call the Board to order. If a quorum is not present within twenty (20) minutes after the hour fixed for the commencement of the meeting, no meeting will be held and the procedure shall be as prescribed hereinbefore.

The majority of the members of the Board shall constitute a quorum, and a majority vote of those present shall be required to constitute action of the Board. All members of the Board, including the Chairman, may vote on any matters considered by the Board.

Subject to the appeal stated hereinabove, Robert's Rules of Order, revised, shall serve as a guide to the Board in its deliberations, but shall not be binding on the Board. In the absence of an appeal of a procedural decision made by the Chairman, as hereinabove provided, the procedural decision of the Chairman will be deemed valid.

All actions taken by the Board shall be in force from the time of approval by the Board, unless otherwise provided at the time the action is taken.