

**LIQUOR COMMITTEE MEETING
November 17, 2015**

A regular meeting of the City of Jackson Liquor Committee was held on Tuesday, November 17, 2015 at 5:15 PM in the City Council Chambers of City Hall with the following persons in attendance: Liquor Committee members Dave Cushman, Donnie Schoenrock and Fred Bern, Liquor Store Manager Greg Zurbey and Recording Secretary Staci Beseke. (A quorum of the Liquor Committee was present.)

LIQUOR STORE MANAGER REPORT

October 2015 Monthly Report

Zurbey reviewed the sales figures for the month of October 2015. He reported that the guest count and sales were down compared to 2014 but the gross profit was higher than October 2014. Zurbey pointed out that Halloween fell on a weekend this year but was unsure if that helped or hurt sales.

Review Estimates Obtained for Software and Counter Top Modifications

Zurbey reviewed the provided quotes from Zabinski Business Services, Inc. One quote included prices for new software for one point of sale and the other to upgrade their current point of sale and to add another point of sale. He stated that the software upgrade cost of a single point of sale will be \$2,730.66 while the cost of 2 points of sale will be \$6,331.28 due to the added cost of having to purchase hardware as well as software. Zurbey also stated that \$3,500 has been included in the Liquor Store budget in 2015 for software upgrades.

Zurbey talked with the Liquor Store building's owner, Karla Kuipers, to see if she would be ok with the City lowering the front counter to waist level to allow for a second point of sale to be added. Kuipers state that she would be fine with lowering the counter if needed.

It was asked if Zurbey has researched any other software companies or obtained quotes. Zurbey stated that he has researched 3 companies and feels that Zabinski Business Services, Inc. is the best option. Many surrounding Liquor Stores have switched to this software and are very happy with it. Zurbey also personally knows the owner of Zabinski and feels that they will stand behind their work and help when issues arise.

Pros and cons of the software upgrade were discussed. It was decided that the upgrade would be a beneficial purchase for the success of the Liquor Store. The Liquor Committee would like to recommend to the full board that the single point of sale software be purchased to allow time to learn the way it works before incurring more cost. (Another point of sale may be added in the future if needed.) Zurbey stated that Zabinski Business Services is able to bill for

the software upgrade yet in 2015 to utilize the budgeted amount for the upgrade. Zabinski would work with Zurbey to program the software and be ready for a January 2, 2016 rollout.

BERN/SCHOENROCK moved and it was unanimously carried to recommend to the City Council that they approve the purchase new software for one point of sale from Zabinski Business Services, Inc. for the Liquor store at a cost of \$2,730.66.

Other

Also discussed was the schedule for upcoming tastings.

With no further business, the meeting was adjourned.


Staci S. Beseke, Council Secretary