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New Hampshire Liquor Commission



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Joseph W. Mollica
Chairman

Nicole Brassard Jordan
Deputy Commissioner

Christopher T. Sununu
Governor

September 11, 2024

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Liquor Commission to increase its Cash-Change Revolving Fund for Store Operations by \$26,000.00 from \$180,000.00 to \$206,000.00 pursuant to RSA 9:15.

EXPLANATION

The Liquor Commission's Cash-Change Revolving Fund provides the Liquor & Wine Outlets with monies for the cash registers with which to make change and for petty cash to cover small, immediate store needs. An analysis was recently conducted to determine the levels of change needed throughout the course of a year for each store. After comparing these levels to the current approved amounts, the Liquor Commission seeks to increase the Cash-Change Revolving Fund limit.

The current authorized amount of \$180,000 is allocated as \$177,810 for change for the cash registers and \$2,190 for store petty cash. The requested \$26,000 would provide an additional \$25,790 to the cash registers and \$210 to petty cash. This increase is necessary due to the number of stores, the amount of business activity requiring change to be made, and the length of time that has passed since the last approved increase to the fund, which occurred on June 24, 2015.

Having adequate change amounts in the stores minimizes the need for store employees to make trips to the bank for additional change. Additionally, stores must have sufficient change for operational periods when banks may not be open, such as Sundays or holidays.

The requested increase is calculated to sufficiently cover the amounts needed for store operations as well as any potential new store openings or relocations. The Liquor Commission will closely monitor these funds and if, in the future, the Commission finds that these monies are in excess, the Commission will reduce the fund.

Based on the foregoing, the Liquor Commission respectfully requests this increase to the Cash-Change Revolving Fund.

Respectfully submitted,



Joseph W. Mollica
Chairman
New Hampshire Liquor Commission