



Accounting Division

Cheryl Mason, Accounting Director, 260-5464, Cheryl.mason@abc.alabama.gov

W L Goodwin, Accounting Manager, 260-5497, wl.goodwin@abc.alabama.gov

Responsibilities:

- Processes receipt of all revenue for the ABC Board coming from alcohol sales, excise taxes on beer and wine, sales taxes, license fees and penalties, grant funding, tobacco settlement funding through the Children's First Trust Fund.
- Responsible for making sure that all operating expenses are within the guidelines of the legislative spending approval and the State of Alabama Fiscal Policy and Procedures
- Processes all purchase request for the ABC Board except for alcoholic products sold in the ABC Stores
- Processes all payment disbursements for operating expenses except payroll
- Processes all budget operations
- Generates financial reports
- Processes distributions of monthly taxes, license fees and penalties to the General Fund, Human Resources, Mental Health, Education Trust Fund, Revenue, Counties and cities.
- Responsible for the mail room operation, equipment inventories and property management for the board
- Responsible for record retention for the board
- Responsible for distribution of all remaining profits and taxes as required by Code of Alabama, Title 28 to cities, counties, state agencies and the state general fund.
- Provide information for the Comprehensive Annual Financial Report