

**Final Meeting Minutes
Finance, Audit and Compliance Committee
Board of Game and Inland Fisheries
4000 West Broad Street, Board Room
Richmond, Virginia 23230**

**October 11, 2012
1:00 pm**

Present: Mr. Curtis Dixon Colgate, Chairman, Mr. Ben Davenport, Mr. Scott Reed, Board Chairman and Mr. Brent Clarke; **Director:** Mr. Robert “Bob” Duncan; **Chief Operating Officer:** Mr. Matt Koch; **Senior Leadership Team:** Mr. Tom Gelozin, Mr. Larry Hart.

[\(Listen: Welcome and Call to Order\)](#)

The Committee Chairman welcomed everyone and called the meeting to order at 1:05 pm. The Chairman noted for the record that a quorum was present and a closed meeting would be called. The Chairman also noted he had not received any request for public comment – non agenda items.

Approval of the July 25, 2012 Meeting Minutes: **[\(Listen\)](#)** The Chairman called for a motion to approve the minutes of the July 25, 2012 Committee Meeting. Mr. Davenport made a motion to adopt the minutes as submitted. Motion seconded by Mr. Colgate. Ayes: Colgate and Davenport.

Closed Meeting: **[\(Listen\)](#)** The Chairman called for the motion to move into a Closed Meeting. Mr. Davenport made the following motion:

***Closed Meeting Motion
October 11, 2012***

Mr. Chairman,

I move that the Finance, Audit and Compliance Committee go into a closed meeting pursuant to Section 2.2-3711.A.3 of the Code of Virginia for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property with respect to:

§ *The relocation of the agency headquarters.*

This closed meeting will be attended only by members of the Finance, Audit and Compliance Committee and other Board Members who are in attendance. However, pursuant to Section 2.2-3712(F), the Committee requests, Department Director, the Chief Operating Officer, the Division Director of Planning and Finance, and the Division Director of Infrastructure to also attend this meeting, as it believes their presence will reasonably aid the Committee in its consideration of topics that are the subject of the meeting.

Mr. Clarke arrived at the meeting at 1:15 pm.

[\(Listen: Certification of Closed Meeting\)](#)

**Certification of Closed Meeting
October 11, 2012**

WHEREAS, the Finance, Audit and Compliance Committee conducted a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code requires a certification by this Committee that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Finance, Audit and Compliance Committee here by certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

The Board Secretary conducted the following voice roll call vote:

**Mr. Colgate – Aye
Mr. Davenport – Aye
Mr. Reed - Aye
Mr. Clarke - Aye**

Planning and Finance Staff Reports: ([Listen](#)) Mr. Tom Gelozin and Staff of the Planning and Finance Division presented the following items for discussion by the Committee:

FY2013 – 1st Quarter Financial Summary by Mr. Tom Gelozin
FY2013 Capital Outlay Report presented by Mr. Larry Hart

The Chairman thanked Staff for their reports.

Mr. Davenport departed the meeting at 2:55 pm

The Committee Chairman revised the agenda to hear the Director's Report.

Director's Report: ([Listen](#)) The Director reported on the following items

Radford Armory – Wounded Warriors Events/Opportunities
South Eastern Association of Fish and Wildlife Agencies (SEAFWA) Fall Conference
Upcoming Legislative Retreat in Charlottesville
Venomous Snakes in Chesterfield

The Chairman thanked the Director for his report.

The Chairman heard the remaining Planning and Finance staff Report.

Planning and Finance Staff Reports: ([Listen](#))

Small Purchase Charge Card Report presented by Ms. Pam Sekulich

The Chairman thanked Ms. Sekulich for her report.

Internal Auditor Reports: ([Listen](#)) Mr. John Allen presented the following items.

Review of Wildlife Mounts – Audit Report Number 2013-02

Chairman's Remarks: ([Listen](#)) The Chairman thanked everyone for their attendance and presentations during the meeting. The Chairman proposed that the 2013 calendar be tabled until the December meeting. The Chairman thanked Mrs. Drewery for her years of service and wished her a Happy Retirement.

([Listen: Additional Business, Next Meeting Date, and Adjournment](#))

The Chairman stated the next meeting date would be December 6, 2012 and adjourned the meeting.

Respectfully submitted,
/s/ Frances Boswell
Board of Game and Inland Fisheries