

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

May 15, 2012
10:00am

Present: Mr. Curtis Dixon Colgate, Committee Chairman; **Committee Members:** Mr. F. Scott Reed, Mr. Leon O. Turner, Sr. and Mr. Hugh C. Palmer; **Board Member:** Mr. James W. Hazel; **Executive Director:** Mr. Robert “Bob” W. Duncan; **Chief Operating Officer:** Mr. Matt Koch; **Senior Leadership Team:** Mr. Tom Gelozin, Mr. Larry Hart, Mr. Lee Walker, Mr. David Whitehurst and Colonel Dabney “Dee” Watts; **Internal Auditor:** Mr. John Allen.

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

The Committee Chairman welcomed everyone and called the meeting to order at 10:00am. The Chairman noted for the record that a quorum was present and thanked Mr. Hazel for his attendance.

Public Comment – Non-Agenda Items: [\(Listen\)](#) The Chairman called for public comment on non-agenda items. Hearing none, the Chairman moved forward with the agenda.

Approval of the April 3, 2012 Meeting Minutes: [\(Listen\)](#) The Chairman called for a motion to approve the minutes of the April 3, 2012 meeting. Mr. Reed made a motion to adopt the minutes as submitted. Motion seconded by Mr. Turner. Ayes: Colgate, Reed, Turner and Palmer.

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

- Presentation of the FY2012 YTD – April Financial Summary
- Small Purchase Charge Card Report
- Presentation of the FY 2013 Agency Budget Recommendations

A discussion was held by the Committee, Director and Staff on these presentations. Following the discussion, the Chairman called for a motion from the Committee to recommend the FY2013 Agency Budget to the full Board as presented by Staff. Following discussion by the Committee,

Mr. Reed made the following motion: Mr. Chairman, I move that the Finance, Audit, and Compliance Committee recommend to the Board for adoption the FY 2013 Operating and Capital budgets as proposed by staff and with any amendments as agreed to by the Board. Motion Seconded by: Turner. Ayes: Colgate, Turner, Palmer and Reed.

The Chairman thanked Mr. Gelozin and staff for their presentations.

Internal Audit Reports Issued: [\(Listen\)](#) Mr. John Allen presented updates regarding current Internal Audit Reports in progress. A discussion was held by the Committee, Director and Staff on the report. The Chairman thanked Mr. Allen for his report.

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

- Auditor of Public Accounts – Agency Audit
- Department of General Services Agency Review
- DGIF Owned Housing Report

A discussion was held by the Committee, Director and Staff. The Director will give a follow-up report on Agency Owned Housing Report at the next Committee meeting. Chairman thanked Mr. Duncan for his report.

The Chairman thanked everyone for their attendance and presentations.

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

The Chairman called for additional business and/or comments. Hearing no additional business of the Committee, the Chairman announced the next meeting would be held on June 26, 2012 beginning at 10:00am. **The Chairman called for a motion to adjourn. Mr. Reed made the following motion: Mr. Chairman, I hereby move this meeting be adjourned. Motion seconded by Mr. Turner. Ayes: Colgate, Turner, Palmer and Reed.**

Respectfully submitted,
/s/Beth B. Drewery
Secretary, Board of Game and Inland Fisheries