

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

**April 3, 2012**  
**10:00am**

**Present:** Mr. Curtis Dixon Colgate, Committee Chairman; **Committee Members:** Mr. F. Scott Reed, Mr. Leon O. Turner, Sr. and Mr. Hugh Palmer; **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; **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 for the meeting and welcomed Mr. Palmer to the Committee.

**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 January 30, 2012 Meeting Minutes:** [\(Listen\)](#) The Chairman called for a motion to approve the minutes of the January 30, 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:** [\(Listen\)](#) The Chairman called on Mr. Tom Gelozin, Director of the Planning and Finance Division for reports on the following items:

- FY2012 YTD-February Financial Summary
- Access Permit/Multiyear License Sales Update
- Small Purchase Charge Card Report
- Summary of Potential State Budget Impacts on DGIF
- APA Audit Schedule

A discussion was held by the Committee, Director and Staff on the presentations. The Chairman thanked Mr. Gelozin for his reports.

**Internal Audit Report:** [\(Listen\)](#) Mr. John Allen presented the Internal Audit Report to the Committee. 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:

- APA Audit
- DGS Procurement Review
- Douthat State Park DMV/DGIF License Sale Partnership
- Heritage Trout Day and Youth Turkey Day

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- Promoting Access Permits and License Sales
- Vic Thomas Hatchery Update

**Chairman's Remarks:** ([Listen](#)) The Chairman thanked the staff for their reports.

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

The Chairman called for additional business and/or comments the Board. Hearing no additional business of the Board, the Chairman announced the next meeting would be held on May 15, 2012. The meeting will begin at 10:00am. The meeting was adjourned at 11:27am.

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