

**MINUTES OF THE
CHARITABLE GAMING BOARD
MEETING
RF&P FORUM ROOM
SCIENCE MUSEUM OF VIRGINIA
2500 W. BROAD STREET, RICHMOND, VIRGINIA
December 7, 2004**

Call to Order

Ruth Modlin Ellett, Chair, called the meeting to order at 10:05 a.m. She welcomed all in attendance. The following Members were present comprising a quorum.

Present: Emmitt H. Carlton, Wesley I. Crowder, Ruth M. Ellett, Donald R. Fields, Tony R. Landis, Richard I. Miller, and Michael Sheffield.

Absent: John C. Goolrick and Thomas J. Lehner

Approval of Minutes

The Chair asked for a motion to approve the Minutes from the September 14, 2004, meeting. A motion was made, seconded and the Minutes were unanimously approved.

Update on Regional Game Management Training Sessions

Director Clyde Cristman reported that Mike Capen and Michael Menefee of the Department's Game Management Training Unit just completed a series of 12 regional game management trainings sessions around the State. A total of 225 volunteers from permitted organizations attended the sessions that focused on game management issues. The attendance at these sessions was limited to 25 and multiple sessions were offered on the same day in several locations to accommodate all those who wanted to attend.

Report of Quarterly Electronic Reporting Pilot Project

Director Cristman reported on the current status of the Electronic Reporting Pilot Project. The Department has been developing the electronic reporting procedure over the last year so that organizations can file their quarterly and annual financial reports and pay their fees electronically. In August there were 12 organizations that assisted with the pilot. There are now 50 organizations that have registered and about half have submitted their 4th Quarter Report which is due December 1 and about 12 have submitted their annual report which is due December 15. The Department has received positive comments about this process. Plans are to have the Permit Renewal Application Form on-line by the summer of 2005.

Byler Awards Subcommittee – Date to Review Staff Recommendations

The Byler Awards Subcommittee continued to work with the Department staff to identify recipients for the 2004 awards. Michael Sheffield reported that the subcommittee met via conference call on October 27, 2004. He thanked staff for all their efforts in identifying six organizations in such a short period of time. He also explained that the staff had some concerns about making the award presentation in December because of issues that had come to light using the criteria adopted by the Board. The subcommittee members (Sheffield, Carlton and Lehner) agreed with the staff's concerns of timing in relation to the receipt and review of the FY 2004 annual financial reports; lack of recent audits for the selected organizations; the desire to recognize organizations for specific achievement awards and not just the Byler Award for Excellence; and the need to modify the selection criteria to be less rigid and include the recognition of organizations for a broader range of awards.

The Subcommittee recommended to the Board to postpone the FY 2004 Byler Awards presentations until June 2005 to give the staff time to complete a more thorough review and to make modifications to the award criteria.

Review of Proposed Charitable Gaming Regulations

Director Cristman reported on where the proposed changes to the regulations are in the process. He also gave a brief review of the major recommendations that had been incorporated into the current draft.

Following the discussion of the changes, the Chair asked for a motion to approve the proposed regulations for submission pursuant to the Administrative Process Act. A motion was made, seconded and unanimously approved.

Review of Proposed Supplier Regulations

Director Cristman reviewed the substantive changes proposed to be made to the Supplier Regulations and answered questions relating to the changes. Following the discussion, the Chair asked for a motion to approve the proposed supplier regulations for submission pursuant to the Administrative Process Act. A motion was made, seconded and unanimously approved.

Other Business

Mr. Miller voiced concerns he had regarding the consent order process. Director Cristman responded to his concerns.

There was no public comment.

Minutes of the Meeting of the
Charitable Gaming Board
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Meeting Schedule for 2005

The Chair proposed the following schedule for meetings in 2005, March 1, June 7, September 13, and December 6. All the meetings will be held at the Science Museum of Virginia and begin at 10:00 a.m. The Chair noted that the Board may need to either add a meeting or adjust some dates based on the response and timeline of the proposed regulations.

Adjournment

There being no further business, a motion was made and seconded and the meeting was adjourned at 11:25 a.m.

Submitted by:

Frances C. Jones

Clyde E. Cristman

Frances C. Jones
Recorder

Clyde E. Cristman
Director

CEC/fej
12/16/04

Minutes unanimously approved at 3/1/05 Board Meeting.