

## DRAFT Meeting Minutes

Finance, Audit, and Compliance Committee  
Board of Game and Inland Fisheries  
7870 Villa Park Drive, Board Room  
Richmond, Virginia 23230

September 27, 2016  
11:00 am

**Present:** Ms. Catherine Claiborne, **Chairwoman**, Mr. Bill Bolling, Mr. Clayton Spruill; **Board Member:** Mr. Leon Turner; **Executive Director:** Mr. Robert W. “Bob” Duncan; **Senior Leadership Team:** Mr. Darin Moore, Mr. Lee Walker, Mr. Gary Martel.

The Committee Chairwoman welcomed everyone and called the meeting to order at 11:00 am. The Chairwoman noted for the record that a quorum was present for the meeting. The Chairwoman also noted there were no request for public comments on non-agenda items.

**Approval of the June 15, 2016 Meeting Minutes:** The Chairwoman called for a motion to approve the minutes of the June 15, 2016 Finance, Audit, & Compliance Committee Meeting. Mr. Bolling made a motion to approve the minutes of the June 15, 2016 Finance, Audit, & Compliance Committee Meeting. Mr. Spruill seconded the motion. Ayes: Claiborne, Bolling, Spruill.

**FY 16 Year End Report (July 1, 2015 to June 30, 2016):** Mr. Darin Moore presented the Fiscal Year End Report.

After discussion and questions, the Chairwoman thanked Mr. Moore for his presentation.

**FY 17 Budget to Actual (July 1, 2016 to Present):** Mr. Darin Moore presented the FY 17 Budget to Actual (July 1, 2016 to Present)

After discussion and questions, the Chairwoman thanked Mr. Moore for his presentation.

**Audit Updates: State and Federal:** Mr. Darin Moore updated the committee on the state and federal audits.

After discussion and questions, the Chairwoman thanked Mr. Moore for his update.

**System Change and Policy Updates for DGIF Budgeting, Purchasing, Accounting, Grant Management and Time Accounting:** Mr. Darin Moore updated the committee on system changes and policy updates pertaining to Budgeting, Purchasing, Accounting, Grant Management and Time accounting with new systems, Cardinal, eVA, Bank of America/Works, and TAL.

After discussion and questions, the Chairwoman thanked Mr. Moore for his updates.

**Director's Report:** Mr. Duncan reported on the following:

- Law Enforcement Academy
- Salary Compensation Study
- Agency Advisory Group
- Youth Apprentice Deer Hunter Opening Day

**Chairman's Report :** Ms. Claiborne thanked staff for today's presentations and updates and asked if there were any questions or comments. She announced that the next FAC Committee meeting will be scheduled at a later date and adjourned the meeting at 1:15 pm.

Respectfully submitted,

Frances Boswell  
/s/