

**MARYLAND STATE LOTTERY COMMISSION
AUGUST MINUTES**

DATE: August 22, 2007
TIME: 9:00 a.m.
PLACE: Maryland Lottery Headquarters

PRESENT: Chairman E. Randolph Marriner
Commissioner Bruce Reeder
Commissioner George Wagner
Commissioner Stanley Fine (via telephone)
Commissioner Matthew Thomas

Buddy Roogow, Director
Gina Smith, Assistant Director, CFO
Andrea Johnson, Principal Counsel
John Gallagher, Chief Information Officer, Information Technology
Tracey Cohen, Director, Product Development and Advertising
Carole Everett, Director, Communications
Paul Dorsey, Director, Policy and Development
Jill Baer, Director, Creative Services
Robert Howells, Director of Procurement
Michael Eaton, Internal Auditor
Marie Torosino, Executive Associate

OTHERS
PRESENT: John Hadley, Scientific Games Online Entertainment Systems
Lori Denton, Pollard Banknote
Roger Gray, Gray Kirk/VanSant
David Blum, Gary Kirk/VanSant
Jody Zafir, Trahan, Burden and Charles

CALL TO ORDER

There being a quorum present, Chairman Marriner called the meeting of the Maryland Lottery Commission to order at 9:05 a.m.

SCIENTIFIC GAMES ONLINE ENTERTAINMENT SYSTEMS

Mr. John Hadley, Regional Director, stated he is filling in for Sean Athey until SGI finds a replacement for Ms. Athey.

Mr. Hadley stated SGI is pleased with the progress it is making with the Lottery.

Commissioner Wagner asked how are sales for the Maryland Hold'em game. Mr. Hadley responded the game is doing well. There are approximately 30 retailers testing the game. Based on the Lottery's research, SGI is making adjustments to the graphics and considering other options to improve playing of the game.

Mr. Roogow stated there are things that can be done to improve the MD Hold'em game. People like to play games where large prizes are available. However, MD Hold'em does not provide that experience. The Lottery and SGI are looking at suggestions of providing a larger prize without affecting the order of gaming. Commissioner Wagner asked if game play could be faster. Mr. Gallagher responded game play is every seven minutes, but could possibly be every six minutes. Mr. Roogow stated there are still things to learn before MD Hold'em is released to the entire agent network. Mr. Roogow stated MD Hold'em is at 33 lottery locations. He would report back to the Commission as more information is available.

POLLARD BANKNOTE

Ms. Lori Denton stated Pollard is busy working on the development of new scratch-off games for the new fiscal year. Pollard is also finalizing the next holiday \$20 scratch-off ticket.

Ms. Denton stated next week Commissioners Thomas and Reeder will be traveling to Michigan to visit the Pollard plant.

TRAHAN, BURDEN & CHARLES

Ms. Jody Zafrir stated TBC is busy working with the Lottery on the advertising budget for FY2008. On September 10, 2007, the Set for Life scratch-off ticket will launch. She stated advertising will run on radio statewide. On September 18, 2007, television advertising will run statewide. The week of September 24, 2007, Maryland Million television and print advertising will run. Commissioner Reeder asked for further information on the Set for Life

scratch-off tickets that was featured at the State Fair. Mr. Roogow stated he would talk about that during his Director's report.

GRAY, KIRK/VANSANT

Mr. Roger Gray stated thank you for the opportunity to work with the Lottery. GKV has been in business for 26 years. He stated the review process was one of most outstanding done by the State. Mr. David Blum is in charge of the Lottery account.

Mr. Gray stated GKV has been working on advertising production for the Set for Life scratch-off ticket since August 1, 2007. GKV is in the process of production for two television spots, three radio spots and outdoor and banner advertising as well.

Mr. David Blum stated GKV is working on football sponsorships, advertising for the Set for Life scratch-off, Maryland Million and a Pick 3 fall promotion. He will present these items in the upcoming months.

Chairman Marriner stated it is important that everyone work together in the same direction and he feels confident this will happen. The Lottery would not expect anything but that. The Commission appreciates the advertising agencies being at the meetings every month.

Commissioner Wagner asked if working with multiple advertising agencies is a unique set up and is it done often. Mr. Blum responded this is unique for the State of Maryland, but not in the industry.

REPORTS

Legal Division – Andrea Johnson, Principal Counsel

Ms. Andrea Johnson stated there are no license revocations to present to the Commission this month.

Ms. Johnson stated her office is working on three Lottery prize assignment cases. The first assignment case involves annuitant S. Waters. She won \$4.8 million on July 1, 1992 and filed a petition to assign the next four payments totaling \$161,500.00 in exchange for a lump sum amount of \$84,834.05. At the hearing held in August, the Court delayed granting the order because the annuitant had not filed income taxes and was in arrears for taxes due.

Ms. Johnson stated the second assignment case involves annuitants L. Howell and B. Howell who jointly won \$8.9 million on September 15, 1990. They filed a petition to assign the next three payments totaling \$669,000 per person in exchange for a lump sum payment of \$510,328.04 per person. At the hearing on August 7, 2007, the judge delayed granting the order as both annuitants had not yet filed State tax returns for the 2006 tax year.

Ms. Johnson stated the third assignment case involves annuitant E. Williams and her husband who won \$2 million on August 25, 1995. Annuitant was divorced from her husband in March 2005, and he transferred all interest to E. Williams. E. Williams filed a petition to assign the seven remaining payments totaling \$700,000 in exchange for a lump sum payment of \$510,000. The Lottery filed a Motion to Intervene in this case and no hearing date has been set.

Ms. Johnson stated she wanted to update the Commission on the case of Heather Hubbard vs. the State of Maryland. Ms. Hubbard alleged that a State vehicle hit her car. Depositions have been taken from the two adults and one child. The deposition date for the other child has been rescheduled. The deposition of the Lottery driver was taken. A Pre-settlement Conference has been scheduled for December 3, 2007. She will keep Commission updated on this issue.

Ms. Johnson stated she has been working with SGI on the escrow agreement for the source codes. These source codes would be distributed directly to the Lottery in case SGI becomes unable to perform its services for the Lottery. The final agreement has been completed and executed by the Contractor.

Ms. Johnson stated the Legal Division has been working on 19 other matters or contractual agreements for the Lottery Agency involving new scratch-off games, promotions or public affairs events throughout the State, Corporate Guaranty documents and Financial Responsibility Agreements for 7-11 retailers, agent liens and other agent related matters including denial letters and revocations.

Administration, Finance & Operations and Sales – Gina Smith, Assistant Director/CFO

Ms. Gina Smith distributed to the Commissioners a pocket size card with FY2007 sales information. She stated if the Commission would like something different to please let her know. Chairman Marriner responded that the card was fine.

Mr. Smith stated the FY2007 year-end budget closing has been completed. Her report contains information on total appropriations, total expenditures and total reversions. The reversion amount is high because when the Lottery developed the FY2007 budget in 2005, it did not know the cost of the new instant ticket contract.

Ms. Smith stated the FY2008 appropriation has been adjusted to \$58,155,890 to include the COLA adjustment of \$199,693.

Ms. Smith stated work continues on the FY2009 budget. The Lottery's target is approximately \$59 million. The due date is August 31, 2007.

Ms. Smith stated Accounting continues to work on preparing the General Accepted Account Principle (GAAP) statements. The GAAP is due to the General Accounting Division by October 1, 2007.

Ms. Smith stated the Sales force has been working on recruiting new agents and adding additional terminals. This recruitment effort kicked off in July and the Sales force has made over 90 contacts. There is not enough information available if the contacts resulted in new locations. Next month she would have a more information available.

Ms. Smith stated all the Sales reps will be working at the State Fair. They have been trained on the Player Activated Terminal that will be set up at the Fair.

Ms. Smith stated additional Jeff Sinacori presentations to the lottery retailers will be made on September 11, 2007 in Montgomery Park. If the Commissioners are interested in attending there will be a morning and an afternoon session. On September 12, 2007, presentations will be made in Hagerstown to Western Maryland lottery agents.

Commissioner Fine stated under Procurement in Ms. Smith's report, it talks about a license agreement with MDI Entertainment, LLC. Is this a bid or no bid and will it go to the Board of Public Works for approval. Mr. Howells responded it is a sole source agreement. He will present the proposal at next month's meeting. It will require Board of Public Works approval.

Commissioner Fine stated in the June 2007 Unaudited Special-Purpose Financial Statement, No. 3 Investments, third paragraph, it states that certain investments are held in annuity contracts and the annuity contracts were purchased in 1976. What was the length of time of the annuities? Ms. Smith responded these annuities were for the Win for Life scratch-off game done long time ago. She believes they were purchased for a specific amount of time from an insurance company.

Commissioner Fine stated in the June 2007 Unaudited Special-Purpose Financial Statement, under No. 7 Participation in Multi-State Game Mega Millions, towards the end of the paragraph it states settlement between states occurs immediately for jackpot winners. Does the Lottery keep the revenue that it collects in Maryland? Ms. Smith responded Maryland retains the revenue. Mr. Roogow stated the cost to run Mega Millions is charged equally to the 12 Mega Millions states and is approximately \$40,000 per year. The revenue is based on payout of the game. Payout in Mega Millions is 50% after subtracting expenses. Maryland retains what is left that was generated by Maryland. Mr. Roogow stated if Maryland has a jackpot winner, then all money associated with the jackpot portion would transfer to Maryland and sit in the Maryland account earning interest until Maryland purchases the bond associated with the annuity. Maryland then waits for the winner to come forward. Commissioner Fine asked if for some reason the jackpot is not claimed, does the money go to Maryland's unclaimed prize fund. Mr. Roogow responded only money associated with Maryland's portion goes back to Maryland.

Information Technology – **John Gallagher, Chief Information Officer**

Mr. John Gallagher stated IT Sales and SGI continue to meet with Cole Systems for the implementation of the Sales Force Automation Tool Order Pad. Full deployment of the Order Pad is due to be completed by the end of December 2007.

Mr. Gallagher stated testing continues on the Player Activated Terminals (PATs). A PAT with limited function will be on display at the State Fair. He invited the Commissioners to SGI for a brief demonstration. In October 2007, Phase II of the PAT will roll out and in February 2008, Phase III of the PAT will roll out.

Mr. Gallagher stated IT is working on testing the graphic improvements for the MD Hold'em game. These changes will improve the visual aspects of the game.

Mr. Gallagher stated IT continues to monitor other new versions of software and terminals being tested before being deployed to the agent network.

Communications – **Carole Everett, Director**

Ms. Carole Everett stated Communications has been busy with numerous Lottery events. They were involved with the Toyota Pro Beach Volleyball Tournament in Ocean City, the Virgin Festival Concert at Pimlico Race Course, MACO in Ocean City, concerts at Merriweather, and on Ravens Walk at the Ravens pre-season game.

Ms. Everett stated the Maryland State Fair begins Friday, August 24, 2007. Friday is also Maryland Lottery Day at the Fair. The Lottery will conduct live Pick 3, Pick 4 and Bonus Match 5 drawings on Friday evening. The Set for Life scratch-off ticket will debut at the State Fair. Ms. Denton distributed to the Commission a sample Set for Life scratch-off ticket. Players can collect the letters "L", "I", "F", and "E" and mail them in for a chance to win the Top Prize Drawing for \$1,000 a week for 20 years. Commissioner Wagner asked is the annuity for 20 years. Ms. Cohen responded it is a 20 year annuity and the information is listed on the ticket. The Lottery is currently shooting the commercial for Set for Life. Ms. Cohen stated the scratch-off will launch on September 10, 2007 and advertising will begin on September 18, 2007.

Ms. Everett stated on September 1, 2007, the \$25 Million Frenzy second chance drawing will take place in the Exhibition Hall in the Lobby area at the State Fair.

Ms. Everett stated 18 articles appeared in various publications and the media value was \$13,769.30 with a publicity value of \$41,307.90.

Ms. Everett stated 18 radio Promotional Partners were provided with \$3,423 worth of scratch-offs and the Lottery received a promotional value of \$46,125 in on air mentions.

Ms. Everett stated during the past month VIP Club members were contacted six times with Lottery information and ticket giveaways for a Merriweather concert. There are currently 35,350 VIP Club members.

Ms. Everett stated the Mega Millions jackpot is \$201 million jackpot for this Friday's drawing. Additional television and radio interviews are being scheduled to promote the jackpot.

Ms. Everett stated two second tier \$250,000 Mega Millions winner came in from Havre de Grace and Essex. She stated numerous top tier scratch-off winners came to the Claims Center. They were from Clarksville, Baltimore, Pikesville, Forestville, Ridgely, Rockville, Glen Burnie, and Prince George's County.

Commissioner Fine stated the Communications team did a great job at MACO and drew quite a large crowd. Commissioner Reeder stated they were great costumes and the set up was fantastic.

Creative Services – Jill Baer, Director

Ms. Jill Baer stated Set for Life scratch-off is first joint effort for both ad agencies. This is a different arrangement for those involved, but not unique to the industry. Ms. Baer stated they are in the process of shooting a television commercial as well as recording radio commercials.

Ms. Baer stated Mega Millions advertising of the jackpot would begin statewide and in the Washington market in conjunction with the Virginia Lottery. The Lottery is using all available resources to get the jackpot information out to players.

Ms. Baer stated work is beginning the television commercial featuring Louis Jay and his family. Mr. Jay is the 19 year old who won the \$1 million top tier prize in the Mega Bucks Jackpot scratch-off game. Commissioner Fine stated there was an article about Mr. Jay in The Jewish Times.

Product Development and Advertising – Tracey Cohen, Director

Ms. Tracey Cohen stated there are three new tickets to present to the Commission this month.

Game #628 *Stocking Stuffer* is a \$2.00 ticket with a prize payout of 64.00% and a print run of 2.1 million tickets. If 85% of the tickets are sold, the profit would be \$824,142. If 100% of the tickets are sold, the profit would be \$996,492.

Game #646 *Merry Millions* is a \$20.00 ticket with a prize payout of 78.02% and a print run of 960,000 tickets. If 85% of the tickets are sold, the profit would be \$1,915,488. If 100% of the tickets are sold, the profit would be \$2,280,428.

Commissioner Fine asked what is the launch date for this holiday ticket. Ms. Cohen responded the ticket will launch in October. It has a top tier prize of \$1 million. Commissioner Thomas asked if additional holiday scratch-off tickets would be available. Ms. Cohen responded four additional scratch-off tickets of various price points would also launch.

Game #680 *Joker's Wild* is a \$5.00 ticket with a prize payout of 71.94% and a print run of 3.1 million tickets. If 85% of the tickets are sold, the profit would be \$2,365,293. If 100% of the tickets are sold, the profit would be \$2,809,610.

Commissioner Fine asked what the top prize is for *Joker's Wild*. Ms. Cohen responded the top tier prize for *Joker's Wild* is \$50,000. *Merry Millions* has three \$1 million top prizes.

Chairman Marriner asked if there were any further questions. Hearing none he requested a motion to approve Game #628 *Stocking Stuffer*, Game #646 *Merry Millions*, and Game #680 *Joker's Wild*. Commissioner Reeder made a motion to approve these three instant games and it was seconded by Commissioner Thomas. Game #628 *Stocking Stuffer*, Game #646 *Merry Millions*, and Game #680 *Joker's Wild* were approved by unanimous vote of the Commission.

Ms. Cohen presented to the Commission the final analysis of six instant games that were closed.

Game #536 *Crossword Tripler* was 97.31% sold with a net profit of \$2,494,280.66.

Game #548 *Power 7's Doubler* was 99.30% sold with a net profit of \$2,878,021.99.

Game #557 *Gold Card* was 99.76% sold with a net profit of \$2,620,792.18.

Game #563 *Mucho Dinero* was 99.07% sold with a net profit of \$1,664,068.80.

Game #568 *Ancient Treasures* was 99.01% sold with a net profit of \$4,527,198.97.

Game #573 *Sleigh Bills* was 98.16% sold with a net profit of \$1,659,908.35.

Commissioner Fine stated \$1.7 million was spent on advertising for *Ancient Treasures*. Ms. Cohen stated this was to advertise the ticket and for the game show production. Mr. Roogow stated it was a 30 minute game show. The Lottery does game shows approximately every three years. Ms. Baer stated it is approximately a nine month effort to put the game show together.

Internal Audit – Michael Eaton, Internal Auditor

Mr. Michael Eaton stated the Sales Process Review will be completed this month. He would be submitting a draft report to management for review. The final version would be available in September.

Mr. Eaton stated he recently attended a seminar on Enterprise Risk Management. He stated attached to his report was an Executive Summary of the Enterprise Risk Management framework.

Mr. Eaton stated next month he would begin the IT contract management review.

DIRECTOR'S REPORT

Mr. Buddy Roogow stated FY2008 sales are \$25 million ahead of last year. Pick 3 sales are down by \$1.1 million and Pick 4 sales are \$776,000 ahead of last year. Keno and Keno Bonus sales are behind last year. At this time last summer the Lottery ran Keno Doubler with a Sprinkler promotion, which resulted in higher Keno sales. The Lottery will be running a Keno promotion later this year. Racetrax sales are \$10 million. There was no game at this time last year. Instant sales are approximately \$10 million ahead of last year.

Mr. Roogow stated the Mega Millions jackpot roll began around the second week of July and is up to \$201 million. Sales are ahead of last year by \$5.3 million. Maryland is the smallest state population-wise out of the 12 Mega Million states and is usually fourth or fifth in per capita sales. As the jackpot grows higher, Maryland's per capita improves.

Mr. Roogow stated Bonus Match 5 sales are slightly ahead of last year. Multi-Match sales are slightly lower compared to last year.

Mr. Roogow stated Maryland Hold'em is doing \$20,000 to \$30,000 a week in sales. The game is currently installed at 33 agent locations. The Lottery is looking at modifications to make the game better before expanding it to the entire agent network.

Mr. Roogow stated revenues are \$8.5 million ahead of last year. Last year the Lottery's revenue estimate goal was \$494 million. This year the Bureau of Revenue Estimates set the Lottery's revenue goal at \$520,719,000.

Chairman Marriner asked if there was an unclaimed prize fund balance carried forward. Mr. Roogow stated the Lottery used almost everything in the unclaimed prize fund last fiscal year. The unclaimed prize fund information will be provided on the sales and revenue sheet.

Commissioner Fine asked what do you attribute the \$10 million increase in scratch-offs. Mr. Roogow responded a combination of the new vendor, the ticket graphics, payouts, and managing of advertising.

Procurement – Robert Howells, Director

Mr. Robert Howells stated he had no additional information to report other than what was contained in his report.

Chairman Marriner stated the Commission was briefed some time ago regarding MBE. Mr. Howells stated he just submitted the 2007 Annual Report. Agency wide participation was 18% for 2007. He would provide a report in writing for the Commission at next month's meeting.

Commissioner Fine stated in the IT report, it talked about WAVE terminals and asked what they were. Mr. Gallagher responded these are prototype terminals that SGI asked the Lottery to assist in testing and evaluating. The feedback from the retailers on the WAVE terminal has been positive.

APPROVAL OF MINUTES

Chairman Marriner asked if there were any changes to the July Commission Minutes. Hearing none, he requested a motion to approve the Minutes. Commissioner Thomas made a motion to approve the July Commission Minutes and the motion was seconded by Commissioner Wagner. The July Commission Minutes were approved by unanimous vote of the Commission.

COMMISSION BUSINESS

Chairman Marriner stated each January the Commission elects a Chairperson. In January 2007, Frank Bonaventure was elected to continue as Chairman and he was elected as Vice Chairman. At that time, the Commission added that if Frank Bonaventure was unable to fulfill the position of Chairman, that Randy Marriner would succeed Frank Bonaventure as the Chairman to effectuate a smooth transition with incoming Commissioners. It has now been four months since Chairman Marriner took over as Chairman and he felt that today the transition was complete. Chairman Marriner noted that he believed that there was another, eminently more qualified to serve as Chairman than he. And, therefore he believed that the Commission should elect a new Chairman. Whereupon, Chairman Marriner moved that Stanley Fine be elected the Commission Chairman until the next election in January 2008. Chairman Marriner further stated that the person that chairs this Commission should have some type of standing and presence in Annapolis. Chairman Marriner opened the floor for discussion.

After discussion by the Commission, Chairman Marriner stated he would entertain a motion to elect Stanley Fine as Lottery Commission Chairman. Commissioner Reeder made a motion that Stanley Fine be elected Chairman of the Maryland State Lottery Commission for the remainder of the term until January 2008. The motion was seconded by Commissioner Wagner. The motion passed by unanimous vote of the Commission.

Commissioner Marriner asked if at this time, the Commission wanted to elect a Vice Chairman. Chairman Fine stated that issue would be handled at next month's meeting.

Commissioner Marriner turned over the meeting to Chairman Fine.

LEGISLATION

Chairman Fine stated there needs to be a process established for the Commission to deal with legislative bill proposals. There are 10 bill proposals to be reviewed for submission to the Governor's Office by the September 2007 deadline.

Mr. Dorsey stated last year there was a Commission Legislative Committee that reviewed bill proposals. Commissioner Marriner suggested that bill proposal review be made part of the Audit Committee. Chairman Fine asked the Commission to give this some thought and it would be discussed further at next month's meeting.

Chairman Fine then proceeded to review the following Agency legislative bill proposals:

State Lottery – Procurement – Intellectual Properties

For the purpose of authorizing the Agency to own and hold patents, copyrights, trademarks, and service marks and to enforce its right with respect to ownership and to authorize the Agency to receive revenue by contracting out the Agency's rights in the patent, copyrights, trademarks and service marks and generally relating to the operation of the State Lottery Agency.

Chairman Fine opened the floor for discussion. After discussion by the Commission, Chairman Fine requested that the legislation be tabled until next legislative session.

State Lottery – Performance Incentives

For the purpose of authorizing the Director to establish a performance incentive program of providing compensation, in addition to their annual base salary, to Lottery employees; and generally relating to the operation of the State Lottery Agency.

Chairman Fine opened the floor for discussion. Chairman Fine stated once this program is established it will be the Lottery's responsibility to implement the program, subject to the Commission's initial approval of the performance incentive plan. After discussion by the Commission, Chairman Fine asked if it is the consensus of the Commission to move forward with this bill proposal with the recommended change. The Commission was in agreement.

State Lottery – Procurement – Unsolicited Proposals

For the purpose of adding the Lottery to certain provisions of the State Finance and Procurement Article and generally relating to the operation of the State Lottery Agency.

Mr. Dorsey gave the Commission a brief overview of the proposed legislation. Chairman Fine opened the floor for discussion. After discussion by the Commission, Chairman Fine asked if it is the consensus of the Commission to move forward with this bill proposal. The Commission was in agreement.

State Lottery – Procurement – Small Business Reserve

For the purpose of removing the Lottery from certain provisions of the State and Finance Procurement Article and generally relating to the operation of the State Lottery Agency.

Mr. Dorsey gave the Commission a brief overview of the proposed legislation. Chairman Fine opened the floor for discussion. After discussion, it was the consensus of the Commission to defer this bill proposal pending obtaining further information.

State Lottery – Prizes

For the purpose of publicizing certain winners of Lottery games and generally relating to the operation of the State Lottery Agency.

Mr. Dorsey gave the Commission a brief overview of the proposed legislation. Chairman Fine opened the floor for discussion. After discussion by the Commission, Chairman Fine asked if it is the consensus of the Commission to move forward with this bill proposal. The Commission was in agreement.

State Lottery – Equipment

For the purpose of allowing the Agency to charge fees to agent for lost or damaged equipment, and generally relating to the operation of the State Lottery Agency.

Mr. Dorsey gave the Commission a brief overview of the proposed legislation. Chairman Fine opened the floor for discussion. After discussion by the Commission, Chairman Fine asked if it is the consensus of the Commission to move forward with this bill proposal. The Commission was in agreement.

Chairman Fine stated there is also a group of Commission legislative bill proposals for review. These bill proposals were submitted last year as part of the Commission's legislative package and does the Commission want to submit these bills again this year. Chairman Fine stated he has had conversations with the Commissioners, except for Commissioner Wagner, regarding the timing of these bill submissions. With the possibility of slots in Maryland and slots coming under the Commission's domain, the members he talked to did not think the legislation should be submitted to Annapolis at this time. Commissioner Marriner stated he would support the Commission tabling these bills and wait to see what evolves this year. Commissioner Wagner stated he is in agreement with the Commission members in tabling the bill proposals. Chairman Fine stated he feels that if a slots bill passes, the Commission

would have more responsibilities. Chairman Fine asked the Commission if they are in agreement to table the four bills. The Commission was in agreement to table these four bills until next year.

DATE AND TIME OF NEXT MEETING

The next Commission Meeting is scheduled for Wednesday, September 26, 2007 at 9:00 a.m. at Lottery Headquarters.

ADJOURNMENT

There being no further business to discuss, Chairman Fine motioned to adjourn the meeting. All the Commissioners voted in favor to adjourn. The meeting adjourned at 11:35 a.m.

Respectfully submitted,

Buddy Roogow