

**North Carolina Education Lottery Commission Meeting**

**March 30, 2022 10:00am**

**North Carolina Education Lottery**

**Webex/Teleconference**

- I. Call to Order Chair **Brad Adcock**
- II. Roll Call
- III. Announcement **William Traurig**, Chief Legal Officer
- IV. Pledge of Allegiance NCEL Commission
- V. Approval of Minutes Chair **Brad Adcock**
  - a. December 14, 2021
- VI. Committee Reports
  - a. Finance & Audit Committee Commissioner **Jason Roth**
    - i. Finance Update – Information Only **Bill Jourdain**, Deputy Executive Director, Finance, Administration & Security
    - ii. Purchasing Policy Update – Action Item
    - iii. Internal Audit Update – Information Only **Mike Suggs**, Director of Internal Audit
      - 1. Audit of Instant Ticket Inventory Controls – Audit Report
      - 2. Audit of Promotions and Promotional Events – Audit Report
      - 3. Audit of IT Production and Inventory Controls - Update
      - 4. External Security Audit – Update
  - b. Revenue Generating Report Commissioner **Nigel Long**
    - i. Brand Management Update – Information Only **Susan Singley**, Interim Deputy Executive Director, Brand Management & Communications
    - ii. Product Development Update – Information Only **Randy Spielman**, Deputy Executive Director, Product Development & Digital Gaming
    - iii. Sales Update – Information Only **Terri Avery**, Deputy Executive Director, Sales
  - c. Operations & Personnel Report Commissioner **Pamela Whitaker**
    - i. Policy 4.15 Edits – Action Item **Marbet Cuthbert**, Director of Human Resources
    - ii. Corporate Incentive Plan Edits – Action Item
    - iii. NCEL Demographics – Information Only
- VII. Executive Director’s Report **Mark Michalko**, Executive Director
  - a. Contracts of \$90,000 – Information Only

**Public records request for Commission materials:**

Media and all other requests: Van Denton at [robert.denton@lotterync.net](mailto:robert.denton@lotterync.net)

b. Legal Update – Information Only

**William Traurig**, Chief Legal Officer

c. HUB Report & Minority Spend Update – Information Only

**Annette Taylor**, Minority Business Outreach and Community Affairs Manager

d. Legislative Update – Information Only

**Hayden Bauguess**, Director of Governmental Affairs

e. Other Business

Chair **Brad Adcock**

VIII. Meeting Adjourn

Chair **Brad Adcock**

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