

# North Carolina Education Lottery Commission Meeting

**Tuesday, March 5, 2019 at 10:00 a.m.**  
**North Carolina Education Lottery Headquarters**  
**Possibilities Conference Room**  
**2728 Capital Blvd**  
**Raleigh, North Carolina 27604**

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| <b>I. Call To Order</b>   | <b>Chairman Rand</b>   |
| <b>II. Pledge of Allegiance</b>   | <b>NCEL Commission</b>   |
| <b>III. Approval of December 4, 2018 Minutes</b>                              | <b>Chairman Tony Rand</b>  |
| <b>IV. Committee Reports</b>  |  |
| • <b>Financial Matters Committee Report</b>                                   | <b>Commissioner Roth</b>   |
| • 7 Months of FY 2019 through 1/31/19   | <b>Bill Jourdain</b> , Deputy<br>Executive Director<br>Finance, Administration<br>& Security |
| • <b>Internal Operations Committee Report</b>                                 | <b>Commissioner Shew</b>   |
| • Internal Audit Updates  | <b>Mike Suggs</b> , Director<br>Internal Audit   |
| ○ Audit Report for Audit of Purchasing,<br>Accounts Payable, and Fixed Assets |  |
| ○ Audit of Contracts  |  |
| ○ Audit of Continuous Monitoring  |  |
| ○ Audit of Promotions and Promotional Events                                  |  |
| ○ Audit of Travel and Motor Fleet   |  |
| ○ Performance Audit   |  |
| • Human Resources Update  | <b>Marbet Cuthbert</b> , Director,<br>Human Resources  |
| ○ FY 2019 Bonus Plan  |  |
| • <b>Games &amp; Marketing Committee Report</b>                               | <b>Commissioner Bengel</b>   |
| • Brand Management  | <b>Frank Suarez</b> , Deputy<br>Executive Director<br>Brand Management &<br>Communications   |
| ○ Advertising Agency RFP  |  |
| ○ Online Play and Loyalty Conversion  |  |
| ○ Sponsorship Evaluation & Measurement  |  |
| ○ Self-Serve Kiosk  |  |
| • Sales Update  | <b>Terri Avery</b> , Deputy<br>Executive Director, Sales                                     |
| ○ Keno Recruitment Plan   |  |
| • <b>Community Matters Report</b>   | <b>Commissioner Crowder</b>  |
| • Legislative Matters   | <b>Hayden Bauguess</b> ,<br>Director Government Affairs                                      |
| • Minority Business   | <b>Annette Taylor</b> , Minority<br>Business and Community<br>Affairs Manager                |
| <b>V. Executive Director's Report</b>   | <b>Mark Michalko</b> ,<br>Executive Director   |
| a. HUB Report   |  |
| b. Contracts over \$90,000  |  |
| <b>VI. Closed Session</b>   |  |
| <b>VII. Adjourn</b>   | <b>Chairman Tony Rand</b>  |