

VERMONT LOTTERY COMMISSION
Berlin, VT
September 20, 2017

PRESENT: Commissioners: Sabina Haskell, Chair; Ed Flanagan, Bob Campo,
Michel Consejo
Staff: Danny Rachek, Executive Director; Mike Ferrant, Jeff Cavender, Mary Cassani,
Mary Vaupel
Guests: Karl Fortman and Cara Salvatore with Intralot

The meeting was called to order at 9:00 am.

A CHANGE TO THE AGENDA WAS MADE TO ADD A CONTRACTUAL ISSUE TO THE EXECUTIVE SESSION.

ACCEPTANCE OF MINUTES FROM AUGUST 9, 2017.

MOTION

A motion was made to accept the August 9, 2017 minutes as distributed. Motion was seconded and voted in the affirmative.

MARKETING AND SALES – Jeff Cavender

The RFP process to find our next instant ticket and 2nd Chance vendor has been completed. Pollard Banknote Limited was chosen for a two-year contract with two, one-year extensions.

The 40th anniversary tickets are doing very well. Over 500,000 tickets of the \$5 and \$10 price points have sold in the first 10 weeks. There is the potential for the first time ever to order a re-print of an instant ticket game.

The venue for the Big Event has been chosen and it will be held at the Champlain Valley Fairgrounds on June 1, 2018. There are 1200-1500 expected to be in attendance.

The marketing department has just begun holiday pre-production on the tv ads for the upcoming holiday. They are due to air in the middle of November.

BUSINESS OFFICE – Mary Cassani

Sales for August were higher than forecast due to the larger Powerball jackpot. There was also a lot of interest in the Fast Play games for August for some usually higher jackpots as well.

The operating expenses for August were higher than usual because there was a third pay period in the month. This happens twice a year.

The Tri-State audits draft should be here soon. There is a couple of reports that the auditors are waiting to receive prior to completing their draft.

The Vermont auditors are still waiting for the pension numbers from the state. They will complete the audit once those numbers are received and there were no issues with the Vermont audit.

The upcoming Mega Millions rules change the subscriptions also need to change. There were 180 letters that went out to current subscription holders, and to date there have been 30 returned.

SECURITY – Mike Ferrant

The annual security training for the staff was held on Monday the 18th of September. There were two employees not present at the training so they will be trained individually.

INTRALOT – Karl Fortman

The spec for the iLook software for the sales reps iPads is ready to sign. The first scheduled release of software for the iPads is in February 2018. Intralot will provide all of the training for this new software.

INFORMATION ITEMS

The first meeting of the Liquor and Lottery task force met on Friday. The Department of Liquor control testified at that meeting and it is expected that the Lottery Commission will be testifying at their next meeting this Friday.

A discussion was had regarding what should be included on the agenda and the talking points during the meeting.

ACCEPTANCE OF REPORTS

MOTION

A motion was made by Commissioner Consejo to accept the reports as presented. Motion was seconded by Commissioner Flanagan and voted in the affirmative.

MOTION

A motion was made by Commissioner Campo to move into an executive session to discuss a personnel matter and a contractual matter at 9:46 am. Motion was seconded by Commissioner Consejo and voted in the affirmative.

MOTION

A motion was made to move out of executive session at 10:31 am. Motion was seconded and voted in the affirmative.

MOTION

A motion was made by Commissioner Consejo to enter into a contract with Pollard Banknote Limited for Instant Ticket Printing, Market Support, Related Services and 2nd Chance Program Support. The contract is a two-year contract with two one-year extensions. Motion was seconded by Commissioner Campo and voted in the affirmative.

MOTION

A motion to adjourn was made by Commissioner Flanagan at 10:33 am. Motion was seconded by Commissioner Campo and voted in the affirmative.

A handwritten signature in cursive script, reading "Sabina Haskell", written in black ink. The signature is positioned above a horizontal line.

Sabina Haskell, Chair