

DRAFT MINUTES

Charitable Gaming Board
Department of Agriculture and Consumer Services (VDACS)
Electronic Meeting via Microsoft Teams
Thursday, December 4, 2025

CALL TO ORDER

Ms. Joanne Smith called the meeting to order at 10:30 a.m. Ms. Smith asked Mr. Michael Menefee to call the roll.

MEMBERS PRESENT:

Ms. Joanne Smith, Vice-Chair
Mr. Mark Biladeau
The Honorable Tyrone Foster
Ms. Rebecca Johnson
Mr. Michael Kimlick
Ms. Bonnie Whitlock
Mr. Anthony Williams

MEMBERS ABSENT:

The Honorable Dirksen Compton, Chair
Mr. Anthony Amos

VDACS STAFF PRESENT:

Mr. Larry Nichols, Director, Division of Consumer Protection
Mr. Joel Maddux, Deputy Director, Division of Consumer Protection
Mr. Michael Menefee, Program Manager, Office of Charitable and Regulatory Programs

Mr. Menefee informed Ms. Smith that a quorum was present.

APPROVAL OF MINUTES

Ms. Smith asked members to review the draft minutes of the July 9, 2025, and September 18, 2025, Board meetings, after which she asked for a motion to approve them. Mr. Michael Kimlick motioned approval of the draft minutes as presented. Ms. Bonnie Whitlock seconded the motion, and it passed by a unanimous vote.

REPORTS FROM BOARD MEMBERS

Ms. Smith asked the members whether they had any reports for the Board. Mr. Kimlick motioned for the Board to schedule a meeting of the Subcommittee on Use of Proceeds to make a recommendation to the VDACS Commissioner to reduce the use of proceeds requirement on charitable gaming organizations. Mr. Anthony Williams requested the Board to schedule its meeting well after the Subcommittee meeting to ensure members have ample time to review the recommendation. This motion was seconded by Mr. Williams, and it passed by a unanimous

vote. Ms. Smith reported to the Board that many expenses related to the maintenance and use of a facility are considered a reasonable and proper business expense, and many of these expenses should be considered as a different type of expense. With no further remarks from members, Ms. Smith informed members that there were no further reports before the Board.

OLD BUSINESS

Ms. Smith asked members whether there was any old business that needed to be discussed by the Board. With no comments from members on any old business, Ms. Smith inquired from staff whether they had any old business for the Board. Mr. Maddux provided an update on the amendments to the Charitable Gaming Regulations due to certain Acts of Assembly. Mr. Maddux stated the amendments are in the process of approval. Ms. Smith asked members whether they had any questions, and hearing none, Ms. Smith moved on to the next item on the agenda.

NEW BUSINESS

Presentation on the 2025 Annual Report to the General Assembly on Charitable Gaming Activities for Fiscal Year 2025

Ms. Smith asked Mr. Menefee to make his presentation on the Annual Financial to the General Assembly to the Board, which Mr. Menefee did so.

Update on the Charitable Gaming Training Session

Ms. Smith asked Mr. Menefee to provide the Board with an update on Charitable Gaming Training Session, which is to assist organizations with improving their understanding of the Charitable Gaming Statutes and Regulations. Mr. Menefee informed members that VDACS conducted a webinar on Tuesday, November 25, 2025, on the requirements to conduct electronic gaming/pull-tab devices activities, including best business practices. Mr. Menefee informed members that 71 people participated in the training session, and it will conduct this webinar once again during the week of December 15, 2025, for anyone who wishes to attend the training session once again, or unable to attend the earlier session. Mr. Menefee further informed members that VDACS is developing a webinar on how to complete a licensing application in January 2026, and a webinar on certain financial requirements in February 2026.

With no further new business, Ms. Smith moved on to the next item on the agenda.

NEXT BOARD MEETING

Ms. Smith asked members about their availability to attend the next meeting of the Board and to schedule a meeting of the Subcommittee on Use of Proceeds. After a discussion, the Board scheduled the Subcommittee to meet on Tuesday, March 10, 2026, at 10:30 a.m. and its meeting on Thursday, April 2, 2026, at 10:30 a.m.

PUBLIC COMMENT

Ms. Smith asked for public comments and there were none.

With no public comment, Ms. Smith motioned for the Board to adjourn and without any objections, the Board adjourned at 11:10 a.m.

Respectfully submitted,

Michael Menefee
Program Manager
Office of Charitable and Regulatory Programs