The meeting was called to order at 11:05 am.

**ACCEPTANCE OF MINUTES FOR NOVEMBER 3, 2017**

**MOTION**
Commissioner McPherson made a motion, seconded by Commissioner Douglas, to table the November 3, 2017 minutes to clarify what changes were proposed to the investment policy. So voted, unanimous.

**FINANCE COMMITTEE** - Mary Cassani

The net profit for November is $1.5M higher than projected. Sales are ahead Year to Date mostly due to Maine launching Fast Play.

There is $2M in expired unclaimed prize money and the contingency funds are all in the positive.

The Megabucks subscription winner finally came in to claim his prize. He has not yet chosen the cash or annuity option yet.

The audit contract expires June 30, 2018 A simplified bid was sent to four audit firms all of which have Lottery experience. Their quotes must be submitted by January 16, 2018.

A request to the Commission was made for a corporate resolution for new signature cards to add Daniel Rachek as a signer to the account.

**MOTION**
Commissioner Douglas made a motion, seconded by Commissioner McPherson, for new signature cards for the corporate resolution to add Daniel Rachek as a signer to the account. So voted, unanimous.
MARKETING AND PRODUCT DEVELOPMENT – Jeff Cavender

The Product Development group have decided to launch a New England Patriots instant ticket. The price point for this scratch off ticket will be $5. The release date is scheduled for late July to early August. This ticket will include a 2nd chance drawing which will include ticket packages, a super suite at a regular season home game, chalk talk as well as other merchandise and prizes. New Hampshire will not vote on this ticket promotion until a side by side comparison of what they will receive as New Hampshire alone and what they would receive if it is a Tri-State package.

Maine and Vermont are in the middle of the Deck the Halls holiday promotion.

DRAW COMMITTEE – Maura McCann

The new drawing balls for the draw room were ordered. Smart Play inspects these prior to their use and they rejected some of the balls for inconsistent coating. Smart Play has replaced the rejected draw balls, and all are now in circulation.

The Tri-State draw monitor is retiring, and the position has been posted to hire a replacement.

SCIENTIFIC GAMES – Darrell Frecker

All the Tri-State games are doing well, and two new holiday Fast Play games have been released and sales for those new games are doing well.

INTRALOT – Ryan Sahr

Keno 603 went live on Friday with weekend sales reaching close to $100,000 total.

Currently in the middle of finalizing the 2018 software updates.

Intralot Vermont is supporting the Keno launch in New Hampshire.

The automatic transfer switch at the Vermont call center needs to be replaced. On January 18th operations will switch over to the disaster recovery plan and all operations will continue out of Ohio until the switch has been replaced and tested, scheduled for 1/22/18. Weather date is 1/23/18

ACCEPTANCE OF COMMITTEE REPORTS

MOTION
Commissioner McPherson made a motion, seconded by Commissioner Douglas, to accept the committee reports as presented. So voted, unanimous.

OTHER BUSINESS

The agenda states that the next meeting will be on February 2nd, 2018. The next meeting is going to be on February 9th, 2018.
MOTION
Commissioner Douglas made a motion to adjourn at 11:39 am. Motion was seconded by Commissioner McPherson. So voted, unanimous.

Ed Flanagan, Chair