

DRAFT

MINUTES

VIRGINIA OUTDOORS FOUNDATION PERSONNEL AND FINANCE COMMITTEE

A Committee of the Board of Trustees

March 12, 2012 10:00 am

VOF Warrenton Office

39 Garrett Street Warrenton, VA 20186

Board Members in Attendance:

Mr. Charles Seilheimer, Chairman

Mr. Mark Allen

Staff Members in Attendance:

G. Robert Lee, Executive Director

Anna Chisholm, Finance Director

Sara Ensley, Human Resource Manager

Review of FY12 Budget

Committee reviewed all current budget items. FY12 Budget **Income** was adjusted to reflect updated information concerning Land Preservation Tax Credit Transfer Fee.

Planning for FY13 Budget

Trustees provided guidance to staff members concerning the FY13 Budget preparation. FY13 Budget will be presented at the April 18, 2012 Board of Trustees meeting.