



Iowa Tribe of Oklahoma

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Special Business Committee Meeting

Administrative Conference Room

September 17, 2014

10:00 A.M.

Minutes

Officers Present

Thomas Cox, Vice Chairman
Lisa Switch, Treasurer
Chalis Cox, Secretary
Eagle McClellan, Councilperson

Staff/Guest Present

David McCullough, Attorney
Stephanie Crowder, Tribal Administrator
Amy Scott, Executive Assistant
Melissa Crusoe, F&C Accountant
E. Daniel Powers, Auditor

Vice Chairman Cox called the meeting to order at 11:35 a.m.

Secretary Cox performed roll call and all officers were present except Chairman Pratt.

Vice Chairman Cox declared a quorum present to conduct official business.

Councilperson McClellan gave the invocation.

Budgets

New Budgets

Treasurer Switch moved to approve **Resolution I-14-103** a resolution authorizing the approval of the **VOCA (878-000)** budget. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

Budget Modifications

Treasurer Switch moved to approve in a blanket motion the budget modifications for **Tribal Court (537-000) 2015 Proposed Budget, Social Services (538-000) 2015 Proposed Budget, Education (539-561) 2015 Proposed Budget, Education (539-562) 2015 Proposed Budget, ICW (540-000) 2015 Proposed Budget, ATG(541-000) 2015 Proposed Budget, Community Fire (542-000) 2015 Proposed Budget, Law Enforcement (543-000) 2015 Proposed Budget, General Fund Water Management (100-725), and Contract Health (630-860)**. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

Enrollments

Councilperson McClellan moved to approved **Resolution I-14-104** a resolution to enroll Chance Wayne-Lynn Leonard to the Iowa Tribe of Oklahoma membership roll. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

Secretary Cox moved to approved **Resolution I-14-105** a resolution to enroll Sophia Anne Berry to the Iowa Tribe of Oklahoma membership roll. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

Councilperson McClellan moved to approved **Resolution I-14-106** a resolution to enroll Natalee Louise Knight to the Iowa Tribe of Oklahoma membership roll. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

Other Business

Ratify Finley & Cook Accounting Software

Treasurer Switch moved to ratify the Finley & Cook Accounting Software Purchase Agreement. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

September 2014 Credit Card Charges

Treasurer Switch moved to approve the September 2014 Credit Card Charges. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

*****Treasurer Switch exited Meeting at 1:34 p.m. *****

*****Secretary Cox moved to recess at 2.33 p.m. until 9/18/2014 at 2:00 p.m. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention*****

Vice Chairman Cox called the meeting to order at 2:00 p.m. on 9/18/14

Secretary Cox performed roll call and all officers were present except Chairman Pratt and Treasurer Switch.

Vice Chairman Cox declared a quorum present to conduct official business.

Councilperson McClellan gave the invocation.

*****Secretary Cox moved to suspend the rules and amend the agenda to add N. Ratify Contract with E. Daniel Powers to the agenda. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention. *****

Policy & Procedure – Library-IPad Use at ITO Library

Secretary Cox moved to approve the Policy & Procedure – Library-IPad Use at ITO Library. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Policy & Procedure-Library-Computer Use at ITO Library

Secretary Cox moved to approve the Policy & Procedure – Library-IPad Use at ITO Library. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Library Release of Liability Form

Secretary Cox moved to approve the Library Release of Liability Form. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Tutor.com Agreement

Councilperson McClellan moved to approve the Tutor.com Agreement. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

2013 Audit Responses

Business Committee approved via email. No action needed.

Fiber Optic Agreement

Secretary Cox moved to approve the Fiber Optic Agreement. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Tribal Welfare Benefits Consultant

Business Committee agreed to allow Human Resources to seek other consulting firms if the same services can still be provided.

Mineral Offer from LSI

Secretary Cox moved to postpone. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Court Enhancement Grant Discussion

Updates provided given by Court Clerk, Patty Roe.

Contract Tutoring Agreement

Secretary Cox moved to approve the **Contract Tutoring Agreement**. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Job Descriptions

Secretary Cox moved to approve by blanket motion, the **Health Information Systems Support-New, Website Administrator-New, OES Director Existing w/changes, Facilities Clerk-Existing w/changes, Fitness Assistant-Existing w/changes, and Tutor-New** job descriptions. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

Recycling Coordinator Existing w/changes was not approved.

TICS

Secretary Cox moved to approve **Resolution I-14-107** a resolution of the Iowa Tribe of Oklahoma approving the ITO Tribal Internal Control Standards (TICS), effective date September 17, 2014. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

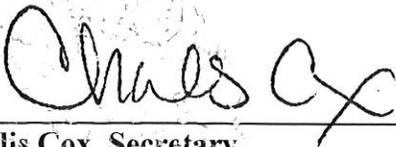
Ratify E. Daniel Powers Agreement.

Secretary Cox moved to ratify **E. Daniel Powers Agreement**. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention

With there being no further business the meeting adjourned at 4:25 p.m.

CERTIFICATION

I, Chalis Cox, Secretary of the Iowa Tribe of Oklahoma, do hereby certify that the above are minutes of a duly called special meeting held on **September 17, 2014** at the Tribal Administrative Conference Room and were approved at a regular called meeting held on **October 15, 2014** by a vote of 4 yeas, 0 nays, 0 absent and 1 abstention.



Chalis Cox, Secretary
Iowa Tribe of Oklahoma