



# Iowa Tribe of Oklahoma

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## Special Business Committee Meeting Administrative Conference Room March 18, 2015 10:00 A.M

### Minutes

#### Officers Present

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

#### Staff/Guests Present

Renee Hagler, Acting Tribal Administrator  
Amy Scott, Executive Assistant  
David McCullough, Attorney  
Scott Huebert, Accountant  
Melissa Crusoe, Accountant

Vice Chairman Cox called the meeting to order @ 10:47 am.

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.

#### Treasurer's Report

\*\*\*Chairman Pratt joined the meeting by phone at 10:52 a.m. Chairman Pratt will attend to listen only and will not vote. Vice Chairman Cox will continue to chair the meeting. \*\*\*

#### January & February 2015 Financials

February 2015 financials were presented for review. Total assets for all Governmental funds was \$25.3 million, total liabilities for all governmental funds was \$3.2 million and total of all liabilities and fund balances was \$25.3 million. Total Revenues for all governmental funds was \$1.4 million, total expenditures for all governmental funds was \$2.8 million, gaming transfers in was \$2.8 million and fund balances at the end of the year was \$22 million.

#### Budget Modifications

#### Ratify Job Placement and Training (100-562)

Treasurer Switch moved to ratify the Job Placement & Training General Fund (100-562) budget modification, which was approved via email on March 9, 2015. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

### **Public Works Job Descriptions**

Councilperson McClellan moved to postpone the job descriptions for **Facilities Engineer Associate**, **Environmental Engineer Associate**, **Public Works Clerk**, **Facilities Engineer Specialist**, **Environmental Engineer Supervisor**, **Grounds Division Supervisor** and **Grounds Division Associate**; also the **Public Works Department Org Chart**. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

### **Other Business**

#### **Public Works Department Org Chart**

See motion above listed under Public Works Job Descriptions.

*\*\*Michelle Holiday called into meeting at 11:49 a.m. \*\**

#### **Mesa Grande Tribe**

Discussion only item. Michelle submitted a memo for the Business Committee to review.

*\*\*Michelle Holiday exited the meeting at 12:03 p.m. \*\**

#### **Harvard Project**

Treasurer Switch moved to approve **Resolution I-15-16** a resolution authorizing the Iowa Tribe of Oklahoma to fund the Grey Snow Eagle House through the general fund budget as long as there is a need to provide rehabilitation and homes to injured Bald and Golden Eagles. Motion passed 3 yeas, 0 nays, 0 absent and 2 abstentions. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

#### **Fee to trust updates**

Treasurer Switch provided updates and requested the status on the requests from Bill Bettenberg. Executive Assistant provided updates on the requested abstracts and the open invoices. Acting Tribal Administrator requested guidance from Business Committee on who to assign the other requests, which include photos and any improvements for each property. Treasurer Switch indicated she would assist Acting TA with the requests.

#### **Proposed Availability for Homer Law to visit and update Business Committee**

Schedules pending, the Business Committee proposed Homer Law visiting the tribe during the week of April 27, 2015.

*\*\*Meeting recessed at 12:56 p.m. for lunch\*\**

*\*\*Meeting reconvened at 1:42 p.m. \*\**

#### **Equine Program**

No action. Director not available.

#### **Language Coordinator Employment Agreement**

Discussion only item. Contract needs to be created by legal. Legal suggestions were a 6 month contract, with 2 week reporting requirements, with a 2 week termination clause.

**Oklahoma Natural Gas – Consent for Right-of-Way**

Councilperson McClellan moved to approve **Oklahoma Natural Gas Consent of Right-of-Way** with corrections to the name. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

**Benny Card for Incarcerated Tribal Members**

Discussion only item. Letter to be drafted stating that due to the Correctional Facilities Rules and Policy's the Benny card cannot be sent to incarcerated tribal members.

**Transfer Agreement OK 08-Q25**

Treasurer Switch moved to approve **Transfer Agreement OK 08-Q25** and **Transfer Agreement OK 06-D18** in a blanket motion. Motion passed 3 yeas, 0 nays, 1 absent and 1 abstention.

**Transfer Agreement OK 06-D18**

See motion above listed under **Transfer Agreement OK 08-Q25**.

*\*\*Treasurer Switch exited the meeting at 4:20 p.m. \*\**

**Youth Initiative Grant Guidance**

Discussion only item. Compliance Officer will review and this grant will be revisited.

**Updates on Tribal Administrator and HR Director**

Discussion only item. TA will send all applicants for the **HR Director** and **Tribal Administrator** for the Business Committee to review select candidates to interview.

**Easter Dinner**

Discussion only item. Flyer being prepared for mailing. Dinner will take place April 5, 2015.

**NavPort Issues**

Discussion only item.

**Indian Health Services**

Discussion only item.

**Cannabis Banking**

Discussion only item.

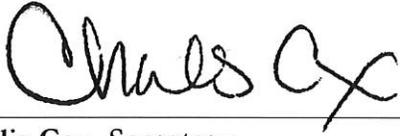
**Enrollments**

Councilperson McClellan moved to approve **Resolution I-15-17** a resolution to enroll Maria Luisa Briseno to the Iowa Tribe of Oklahoma membership roll. Motion passed 2 yeas, 0 nays, 2 absent and 1 abstention.

With there being no further business the meeting adjourned at 4:36 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 March 18, 2015 at the Tribal Administrative Conference Room and were approved at a regular called meeting held on April 15, 2015 by a vote of 3 yeas, 0 nays, 1 absent and 1 abstention.

A handwritten signature in black ink that reads "Chalis Cox". The signature is written in a cursive style with a large initial "C" and a long, sweeping tail on the "x".

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Chalis Cox, Secretary  
Iowa Tribe of Oklahoma