

**Delaware Tribe of Indians**

**Delaware Trust Board Minutes**

**August 6, 2012**

**Delaware Community Center**

**Respectfully submitted by Verna Crawford, Trust Board Secretary**

Chairman Wayne Stull called the August 6, 2012 meeting to order at 4:10 p.m. Assistant Chairman Chet Brooks gave the invocation.

Secretary Verna Crawford called roll. Those present were Chairman Wayne Stull, Assistant Chairman Chet Brooks, John Sumpter, and Secretary Verna Crawford. Three members were present (one seat unfilled). Chet Brooks stated that DeAnn Ketchum was on her way. Chairman Stull recessed the meeting at 4:15 p.m. pending her arrival due to lack of a quorum without. Joe Brooks was absent on personal business so this is an unexcused absence.

Chairman Stull called the meeting back to order at 4:25 p.m.

**Chairman Stull** greeted the guests. Guests present were Mary Randall, Attorney Vicki Sousa, Annette Ketchum, Dee Ketchum, Nathan "Buck" Young, Marilyn Coffey, Anita Mathis, Edie Robinette-Petracthi, Priscilla Mason, Homer E. Scott Sr., Mary Huddleston, Madeline Anna, Barbara Wallace, LuAnn Hainline, Greg Brown, Bert L. Barnes, and Karen B. Wilson.

**Tribal officials and employees** present were Chief Paula Pechonick, Council Member Jan Brown, Justice Don Mason, Justice Charles Randall, Tribal Manager Chief Curtis Zunigha, Leslie Fall-Leaf, Lesa Steele, Cece Biggoose and Councilmember Nate Young.

**Verna Crawford** moved to approve the agenda with the amendment to move A. Appointing replacement Board Member under Old Business to follow approval of agenda, seconded by John Sumpter. Motion carried with four yes.

Chairman Stull announced that the September Trust Board meeting would be held on August 27, 2012 due to the first Monday of September being a holiday (Labor Day).

Chairman Stull announced that two requests for consideration for appointment to fill the Board seat that was vacated with the resignation of TJ Aaroe. They were Mary Huddleston and Homer Scott. A ballot vote was conducted. Homer Scott received three votes and Mary Huddleston received one.

Chairman Stull proceeded to swear in Homer Scott as the new member of the Trust Board.

**Minutes of previous meeting:**

**John Sumpter** moved to approve the minutes of July 2, 2012 with corrections. DeAnn Ketchum seconded the motion.

DeAnn Ketchum pointed out that TJ Aaroe was listed in attendance and she was no longer on the Board at that meeting and the date in the body of the minutes was listed as June 4 not July 2. Secretary Verna Crawford acknowledged the changes.

Motion carried with four yes and one abstention (Homer Scott).

## **Treasurer's Report**

Verna Crawford moved to accept the Treasurer's report pending audit. Seconded by Chet Brooks.

## **Committee Reports:**

### **Economic Development: Chair Wayne Stull**

Chairman Stull requested Lesa Steele, Economic Development Coordinator to give an Economic Development update.

"This month has been another hectic month but a very productive one as well. I reported in July that we had not received the requested information on scope of work for the Corps of Engineers lakes. We have now received copies of those contracts and are working on gathering information that will be needed for the bid. As I have mentioned before, we anticipate the bid coming out in September/October. Rick Adair and I made trips to all four lakes and have assessed what equipment will be necessary to complete the scope of work. We are now in the process of pricing equipment, determining if it would be more cost effective to purchase new, find used equipment or possibly rent some of the larger equipment. In talking with Cynthia Kitchens from the District office Tulsa, she is really encouraging the Tribe to put in a bid but followed that by saying that the key to really securing contracts will be the 8(a) certification for DFMS.

I have met with the Tribal Council and presented DEA's vision for Delaware Facilities Management Solutions (DFMS). In a recent meeting with SBA (Small Business Administration) Vanessa Woodfork advised us that if the Tribe will make a commitment to help support this business in the first two years, then the two-year rule would be waived. The two-year rule is a regulation from SBA that DFMS would need to be in business two years before applying for 8(a) certification. If the Tribe will commit to either intangibly or tangibly supporting DFMS, the SBA will waive this requirement.

DFMS has already been busy. We completed our first bid on some light construction work and have had a tribal member approach us to bid on some brush hogging.

I am currently writing the business plan for DFMS. This business plan will be submitted to the Council and DEA Board for approval and ultimately to the financial institution in an effort to obtain the start-up financing we need. We will apply for a 90% loan guarantee from the BIA for equipment costs and will open a line of credit for day-to-day operational costs. Our plan is to transfer the maintenance personnel that currently work in Chelsea and Bartlesville to DFMS on October 1<sup>st</sup>. I am working with Melanie Downs (Program Director) and Rick Adair (Maintenance Supervisor) to set up a meeting with the employees to share our vision for DFMS and to answer any questions. We are working with HUD and with the tribal accounting department to make this transition as seamless as possible. We have secured an accounting program that will be government-contract compliant and will be setting up the payroll function either by the end of this week or the next.

Because of the type of work that DFMS will be doing and because of the contracts with the Corps, DFMS will need a safety program in place. I am writing a safety/health program for the DEA Board to approve on Thursday. There are several certifications that DFMS will also need;

we are researching what certifications our employees currently have, what we will need and the quickest, most efficient way to obtain them.

I now have a part-time assistant to help me with the administrative duties regarding DFMS and the DEA. Her name is Michelle Vernon and she is a tribal member.”

Councilman Nathan Young informed the Board that he had recently spoken with Earnest Tiger, Economic Development Director, who is currently on workman’s comp leave of absence. Earnest will be undergoing two more surgeries to place screws in his neck and back. Chairman Stull stated that he has not been in touch with Earnest since he left because of the workman’s comp case.

### **Community Services: Acting Chair Verna Crawford**

The Community Services Committee met on Monday, July 16, 2012. Nine applications were approved: one housing, one medical, four senior glasses, one utility, one burial, and one emergency assistance for food. The committee directed Lacey Harris, Social Services director to buy a \$100 Wal-Mart gift card for the applicant for the latter.

The Committee will be reviewing and updating the guidelines for services provided. The next meeting will be Monday, August 13, 2012 following the Education meeting.

### **Land Management: Chair DeAnn Ketchum**

(Written report in packet.)

### **Cultural Preservation: Chair Chet Brooks**

Meets the third Tuesday of each month starting at 6 p.m. in the Community Center.

Chet Brooks reported the third second Tuesday potluck dinner was well attended. The next Cultural night will be Tuesday, August 14, 2012 at 6 p.m. with a potluck dinner. Annette Ketchum added that we need to get the word out. Mary Randall reminded Chet that everyone was asked to bring a statement in the Delaware language and will converse in Delaware for 30 minutes. This will help revitalize our language. The committee meets on the third Thursday of each month. The next meeting will be August 16, 2012. This committee is probably the largest, there are 13 members.

### **Education: Chair Verna Crawford**

The Committee regularly meets on the second Monday of each month. The Committee met July 16. They approved three Academic Achievement awards (one pending copy of membership card) and one Athletic Assistance award. One request for Education Assistance for a graduation party room was denied because this did not meet the guidelines.

The committee received a suggestion to add a clothing allowance to the elementary school awards. This was taken under advisement. The guidelines for Education are in the process of review and updating. The next meeting will be Monday, August 13, 2012 at 1 p.m. Scholarships will be reviewed and awarded at that time.

**Reinvestment: Chair John Sumpter**

Meets quarterly. No report was given due to no meeting being held.

**Tribal Operations: Chair Joe Brooks**

Meets quarterly. No report was given due to no meeting being held.

**Old Business:**

Verna Crawford moved to appoint DeAnn Ketchum treasurer. John Sumpter seconded the motion. Motion carried with five yes.

Chairman Stull set a Trust Financial Workshop for 1 p.m. on Monday, August 27, 2012.

**Other Business:**

Chairman Stull declared the meeting adjourned at 5:07 p.m.