

**Quartz Valley Indian Reservation
Business Council Meeting
Monday, November 13, 2017**

Minutes:

Members presents:

Frieda Bennett, Tribal Chairwoman
Sherrie Williams, Tribal Vice Chairperson
Joselyn Kelly, Tribal Treasurer
Lisa Carle, Tribal Secretary
Timothy Bennett, Board member #2
Charlene Henry, Member at Large
Isaiah Williams, Member at Large

Members absent:

Alondra Whittaker-No call No show
Cecilli Kelley-No call, working out of area

Guest(s)

Mike Slizewski, Tribal Administrator
Kyle Nelson, Executive Director
Ernest Vargas, Consultant

I. Called meeting to order at 5:01 p.m. by Frieda Bennett

II. Approval of Agenda

Request to move d. Treasurer Report-CRIHB Consultant to after the Reading and Approval of Minutes.

Sherrie Williams makes the motion to approve the agenda.

Timothy Bennett seconds the motion.

VOTE: 5 for, 0 against, 1 abstention

III. Reading and Approval of minutes for October 30, 2017.

Corrections: page 2 Tribal Administration Report-under bullet Round pen enter the amount of \$1435.00 Round Pen, \$200.00 Helmets, Vertile car port \$1644.00. Omit cost of supplies. Correct to change to or.

Charlene Henry makes the motion to approve the minutes for October 30, 2017, with corrections.

Timothy Bennett seconds the motion.

VOTE: 4 for, 0 against, 2 abstentions.

D. Treasurer Report-CRIHB Consultant

- Introduction of CRIHB Consultant Ernest Vargas
- Provide recommendations to simplify the Finance Department

- Spoke with the Auditors.
 - Submit reports to both the Business Council and Anav Tribal Health Board.
 - Create specific report for clinic.
 - **Recommend NFP Accounting**
 - submit Proposal
 - Provides training
 - Conversion of Account
 - **Indirect Cost Rate**
 - 2 submitted proposals for Indirect Cost Rate
 - How to proceed forward? Speak with Tribal Administrator and Executive Director
 - **Recruitment of Finance Director**
 - Sit in on the Interviews
 - Resume, references
- Tribal Treasurer's schedule will allow 1-day during the week to meet with CRIHB Consultant

IV. ENROLLMENT

V. RESOLUTIONS

VI. REPORT

a. Tribal Administrator

- **Finance Director's position**
 - Currently advertising on Craig list, Indeed. Suggestion contact CRIHB to advertise
- **Grants Contracts Compliance Officer**
 - Question: Full time position, add Grant Writing
- **Cell Tower- Buffalo Ranch**
 - No opposition
 - Artifacts on location-notify will be contracted of cultural sites on property
 - Cultural sites on location
- **Christmas Party dates and Catered services**
 - Tentative dates: Friday, December 15, 2017 at 3:00 – 5:00 p.m. or Friday, December 22, 2017 at 3:00-5:00 p.m.
 - Purchase staff appreciation gifts \$20.00 value.
 - Staff participate in gift exchange game- \$30.00 value
 - Tribal gift cards-Walmart \$30.00 value, charged under Tribal Issues
 - Equine project- procurement completed
 - **QVIR Firehall-** Question from the Fire Administrator, could the old office equipment be sold or donated, in order to make room for the new mini pumper?

b. Tribal Chairwoman

- Ruffey Rancheria- the revised draft letter from our attorney David Rapport.

Isaiah Williams makes the motion to approve the drafted letter to Douglas LaMalfa with the attorney's additions and include the Cc email list.

Sherrie Williams seconds the motion.

VOTE: 6 for, 0 against, 1 abstention.

- **NCIDC membership**
 - Active Board –wait a year 2018
 - 1-delegate Fred Case- will be representing Siskiyou County
 - 1-alternate

- **Fire burning permit**
 - Who was the person that our EPA Director spoke to at the BIA office?
 - Isaiah Williams-EPA department will head this up.
 - Sherrie Williams will be on the telephone call.

- **Attendance of Board members, Anav Tribal Health Board and Modoc Lassen Indian Housing Authority Commissioners.**
 - Discussion: Missing meetings, not active
 - Recommendation: Draft a letter in regards to missing 3-meetings.
 - Discussion: Just cause- violating Code of conduct, DV arrest.

- **Write letter to Inactive members.**
 - General Council made a motion for missing 3-consecutive meetings.

- **Business Council apparel**
 - Treasurer- email shirt sizes to Joselyn Kelley

- **Printer-** researching prices

f. Anav Tribal Health Clinic

- Parking lots-Report by Tribal Administrator
- Engineer
- Funding

VII. OLD BUSINESS

- a. Policies**
- b. Voice Recorder-software for transcripts**
 - Price-Budget
 - Dragon Speaking software
 - Board member #2 request
 - Bigger or better computer memory storage for software
 - Recorder
 - ATTG Funding

VII. NEW BUSINESS

a. Economic development

- Village post office
- General Store

b. Strategic Planning

- 2018- CRIHB could assist and provide this training.

c. Walkway-Tribe's master plan

- Funding-Implementation
- Tribe's master plan for property

Continues- **VI. REPORTS**

J. All Boards/Committees

- Economic Development Committee
- Timothy Bennett presented
- Word it better
- Betterment Program
- Charge rent on land
- Get monies back
- Clinic loan monies return to tribe
- Question: What is my role on Economic Development Committee?
- Ideals-returning them back
- Budget
- Research-leg work

VIII. EXECUTIVE SESSION- None

IX. ANNOUNCEMENT- None

X. ADJOURNMENT

Charlene Henry makes a motion to adjourn.

Timothy Bennett seconds the motion.

VOTE: 4 for, 1 against, 1 abstention.

Adjournment at 7:21 p.m.

CERTIFICATION

BE IT RESOLVED,

That the Quartz Valley Indian Reservation presiding Executive Official is hereby authorized to sign and the Tribal Secretary to attest this document to give it full force and effect. The foregoing is adopted by a vote of _____ For, _____ Against, and _____ Abstention(s) at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the _____ Day of _____, 2017.

Frieda Bennett, Tribal Chairwoman
Tribal Official

Date

Lisa Carle, Tribal Secretary

Date

CERTIFICATION

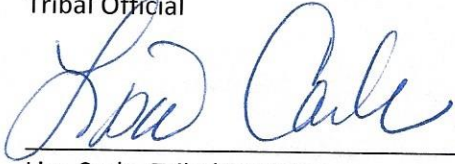
BE IT RESOLVED,

That the Quartz Valley Indian Reservation presiding Executive Official is hereby authorized to sign and the Tribal Secretary to attest this document to give it full force and effect. The foregoing is adopted by a vote of 3 For, 0 Against, and 2 Abstention(s) at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 27 Day of November, 2017.



Frieda Bennett, Tribal Chairwoman
Tribal Official

Date



Lisa Carle, Tribal Secretary

11/27/2017

Date