



**PEORIA TRIBE OF INDIANS OF OKLAHOMA  
BUSINESS COMMITTEE MEETING  
August 4, 2020**

**MINUTES**

**CALL TO ORDER/INVOCATION:**

Chief Harper called the meeting to order. Carolyn Ritchey gave the Invocation.

**DECLARATION OF QUORUM:**

Secretary Tonya Mathews declared a quorum with six members present. Hank Downum called to say he is out of town.

**APPROVAL OF AGENDA:**

Motion was made by Carolyn Ritchey and seconded by Kara North to approve the Agenda. Motion passed.

**APPROVAL OF MINUTES:**

Motion was made by Logan Pappenfort and seconded by Isabella Burrell to approve the Minutes of July 7, 2020. Motion passed.

**MONTHLY TRIBAL/PROGRAM REPORTS:**

***Peoria Ridge Golf Course:***

Milton Hale, Peoria Ridge Golf Superintendent, began his report by providing an update of the maintenance department:

- Fairways, Tees and Rough are growing fast, making it difficult to keep up
- The weather has been great and the greens look amazing

Austin Shipman, Peoria Ridge General Manager, started his report by providing an overview of rounds played. Mr. Shipman stated that the number of rounds is up considerably as compared to rounds in FY19. He added that membership is continuing to grow, and the membership drive will continue thru September. Mr. Shipman also stated that there are several new events being added to the calendar that will help grow revenue and potentially membership. In conclusion, Mr. Shipman stated that the new website will launch soon, and it will be more comprehensive than the current one.

***Buffalo Run Hotel:***

Kristi Riggs, Buffalo Run Hotel Manager, started her report by stating that the average daily rate has increased. She also advised the Business Committee that the occupancy rate is still low. Ms. Riggs stated that the hotel breakfast has been amazing, and she attributes this to a great employee. She also stated that the Non-smoking policy has been an improvement that has been met with minimal resistance from guests. Ms. Riggs stated that there has been a review of the Housekeeping wages and their wage has been increased to be competitive with the local market and to help encourage longevity and employee retention.

### ***Buffalo Run Casino:***

Patrick Browne, Buffalo Run CEO, began his report by discussing coin in and topline sales versus total profit. He stated that coin in is the important factor for the casino and provided some past coin in statics for months in 2018, 2019 and 2020 to provide some reference points for the Business Committee. Mr. Browne further stated that 2020 was a testament to the management team at Buffalo Run Casino and that he is optimistic about the remainder of the year and the financial health of the property.

Steve Bashore, Buffalo Run Casino General Manager, provided the Business Committee with the following update:

- 2 new hires will be starting soon: Director of Finance and Director of Casino Operations;
- Human Resources has instituted a new policy allowing employees to “cash out” PTO, maxed at 40 hours per quarter;
- A focus group, hired by an independent Consultant, had been selected and interviewed providing data that will be used by the casino to continue development and growth of the entire property;
- Discussions are ongoing regarding Esports and the future of that gaming avenue;
- Discussions on the addition of TopGolf Suites to the property will allow for new games and generating new customers;
- Recent VIP event included entertainment hosted by Buffalo Run Casino for the first time ever and it was a well-attended, fun event.

In closing out the Casino reports, Mr. Browne added that the Management Team is researching Sports Books and he believes Buffalo Run Casino will be the first property in the area to offer it.

### **Financial Reports**

A motion was made by Carolyn Ritchey and seconded by Logan Pappenfort to approve the Financial Reports for June 2020 as presented. Motion passed.

### **Administrative Program Reports**

Chief Harper provided a brief overview of his printed report stating the following:

- The COVID Application process had been put into place at the offices and to date 1,201 applications had been processed. The staff has put a system in place to ensure the process is seamless and efficient.
- The COVID Application has increased the workload in the Enrollment Department as citizens are updating their information and requesting replacement cards.
- The 4<sup>th</sup> of July event at Buffalo Run Casino Outdoor Amphi-Theater was a great success.
- The building process for the Community Center and Daycare is continuing as a contractor has been awarded.
- The renovations at the new Environmental offices are near complete.
- Provided the following information on the Human Relations side of the office: Grant writer position had been reposted; Ranch Manager would need to be advertised/hired;
- and staff evaluations/raises would be discussed in Executive Session.

**UNFINISHED BUSINESS:**

No unfinished business

**NEW BUSINESS:**

**New Members Recommended for Approval by the Enrollment Committee on 06/18/2020 Tentatively to be Approved by the Business Committee on 08/04/2020 or at the Next Regularly Scheduled or Special Meeting.** Motion was made by Isabella Burrell and seconded by Carolyn Ritchey to approve new members recommended for approval by the Enrollment Committee on 6/18/2020. Motion passed.

**Resolution R-08-04-20-A, “Approval for Changes to the Peoria Tribal Membership Roll”:** Motion was made by Carolyn Ritchey and seconded by Logan Pappenfort to approve Resolution R-08-04-20-A as presented. Motion passed.

**New Members Recommended for Approval by the Enrollment Committee on 07/16/2020 Tentatively to be Approved by the Business Committee on 08/04/2020 or at the Next Regularly Scheduled or Special Meeting.** Motion was made by Logan Pappenfort and seconded by Isabella Burrell to approve new members recommended for approval by the Enrollment Committee on 7/16/2020. Motion passed.

**Resolution R-08-04-20-B, “Approval for Changes to the Peoria Tribal Membership Roll”:** Motion was made by Logan Pappenfort and seconded by Isabella Burrell to approve Resolution R-08-04-20-B as presented. Motion passed.

**Resolution R-08-04-20-C, “Request for Transfer of Funds from Peoria Tribal Tax Commission Account to Tribal Enterprises Account”:** Motion was made by Carolyn Ritchey and seconded by Kara North to approve Resolution R-08-04-20-C as presented. Motion passed.

**Resolution R-08-04-20-D, “Authorization and Signatures with First National Bank and Trust Company for Account Entitled Peoria Ridge Golf Course Operating Account”:** Motion was made by Logan Pappenfort and seconded by Kara North to approve Resolution R-08-04-20-D as presented. Motion passed.

**Discussion/Approval Model Standards for Peoria Shield Program:** After inquiring about information from the Model Standards and staff was not in attendance to answer questions, no action was taken.

**Discussion/Approval to Amend Tribal Properties Budget:** Motion was made by Logan Pappenfort and seconded by Carolyn Ritchey to amend Tribal Properties Budget as presented. Motion passed.

**Discussion/Approval of Cattle Farm Operating Budget:** Motion was made by Isabella Burrell and seconded by Carolyn Ritchey to approve the Cattle Farm Operating Budget as presented. Motion passed.

**Discussion/Approval to Amend Tribal Enterprises Budget:** Motion was made by Isabella Burrell and seconded by Logan Pappenfort to amend Tribal Enterprises Budget as presented. Motion passed.

**Discussion/Approval to authorize sale of land:** Motion was made by Carolyn Ritchey and seconded by Logan Pappenfort to authorize the sale of the Rathjen 160 Acres, using Post Properties as the real estate agent. Motion passed.

**Discussion/Approval of Employee Evaluations and wage change recommendations:** Motion was made by Kara North and seconded by Carolyn Ritchey to approve wage change recommendations as presented in Executive Session. Motion passed with 2 Abstentions.

**Resolution R-08-04-20-E, “A Resolution Authorizing and Approving an Application to the Federal Communications Commission to Obtain a License for Available 2.5GHz Spectrum to Serve the Peoria Tribe of Indians of Oklahoma”:** Motion was made by Isabella Burrell and seconded by Kara North. Motion passed with 1 Abstention.

**EXECUTIVE SESSION:**

Motion was made by Kara North and seconded by Isabella Burrell to move into Executive Session at 7:01 pm.

Motion was made by Kara North and seconded Carolyn Ritchey to come out of Executive Session at 8:59 pm.


**PUBLIC COMMENT:**

No public comments.

**ADJOURNMENT:**

Motion to adjourn was made by Carolyn Ritchey and seconded by Isabella Burrell. Motion carried unanimously and the meeting was adjourned at 9:01 p.m.

  
\_\_\_\_\_  
Authorized Signature

  
\_\_\_\_\_  
Date Approved