

**PEORIA TRIBE OF INDIANS OF OKLAHOMA  
BUSINESS COMMITTEE MEETING**

**April 5, 2022**

**MINUTES**

**CALL TO ORDER/INVOCATION:**

Chief Craig Harper called the meeting to order. Carolyn Ritchey gave the Invocation. Following the Invocation, newly elected Grievance Committee Member, LeAnne Reeves, was sworn into office.

**DECLARATION OF QUORUM:**

Secretary Tonya Mathews declared a quorum with all members present except Second Chief, Rosanna Dobbs.

**APPROVAL OF AGENDA:**

Motion was made by Hank Downum and seconded by Kara North to approve the agenda as presented. Motion passed.

**APPROVAL OF MINUTES:**

Motion was made by Carolyn Ritchey and seconded by Isabella Burrell to approve the Minutes of the Regular Meeting, held on March 1, 2022. Motion passed.

**MONTHLY TRIBAL/PROGRAM REPORTS:**

**Financial Reports**

Motion was made by Hank Downum and seconded by Kara North to approve the Financial Reports for February 2022 as presented. Motion passed.

**Enterprise Reports**

Patrick Browne, CEO of Buffalo Run Casino & Resort, began his report by introducing the new Manager for Peoria Ridge Golf Course: Jeremy Weiss.

Mr. Weiss began his report by introducing himself and providing a brief background of his work experience in the Golfing industry. He then provided the Maintenance report on behalf of Golf Course Superintendent, Milton Hale, who was absent due to a personal matter. Current projects include:

- Greens aerification was completed the first week of March
- Pre-emergent herbicide applications were finished
- Repaired sand traps on the chipping green
- On-going sod work on greens
- Advertising for seasonal help

- During April and May, spraying for nutsedge will be performed in the native areas along creek banks and fairways

Following his report, Mr. Browne presented the Financials for the Golf Course. He stated that golf revenue is up 10% from last year and golf merchandise showed a slight increase of 7% from last year. Golf rounds showed a slight decrease compared to this time last year which is mostly due to the poor weather experienced over the last few months.

Mr. Browne then introduced Brian Estep, Director of Facilities for Buffalo Run Casino & Resort.

Mr. Estep began his report by listing the accomplishments for the last month, initiatives moving forward, as well as a recap of Entertainment events.

Top highlights included:

- Welcome letters were added to the podium in the front entrance of the Casino.
- Installed a “Drop Off” sign at the Casino entrance.
- Refreshed the IT department office space for a much cleaner, organized area.

Top initiatives included:

- Moved the security office to the front entrance – where they now share the space with the Box Office. This allows for quicker responses when security is needed.
- Installing a power distribution box in the Showplace to make buffet events more manageable.
- Changing the process for concerts to prevent people from blocking the stage front by adding railing & added Security during the events for crowd control.

Recap of Entertainment events:

- The Casino has shifted its focus regarding new entertainment to more “quality over quantity” rather than booking several acts that are mediocre. The events are now being spaced out better and are higher quality shows. This change has generated more new visitors to the Casino.
- Since January 1st, 2022, there have been 1,090 new members enrolled from the Entertainment events held.
- Nearly all shows booked this year have sold out.
- One new incentive is the ‘Concert Guest Raffle’ that happens after an event in the Backwoods Bar. Observation has shown that many guests have stayed for this new incentive. The goal is to reach at least 25% of the guests that would normally leave after an event.

In closing, Mr. Estep introduced Katherine VanStavern, Manager of Buffalo Run Hotel.

Ms. VanStavern began her report by sharing with the Business Committee the accomplishments within the hotel. These accomplishments included:

- Since 2/20/22, the hotel has had 147 reservations made through Expedia. This has generated over \$10,000 in revenue as of 3/30/22. Sight views and reservations have increased by 66% since starting with Expedia.
- Received 8 new televisions for the hotel rooms. Hospitality televisions are very hard to find due to the programming chips/board. With the new addition, the hotel is back up to 97 available rooms.

Ms. VanStavern then began discussing the initiatives and performance of the Hotel by stating the following:

- Currently working on some repairs on the 3<sup>rd</sup> floor.
- Current luggage carts need re-carpeted; might need to order a couple of new ones – which range anywhere from \$600.00-\$800.00/cart.
- Great reviews from guests, which allows for follow-up and engagement from the property.
- New program is being used for tracking guests with a CDL. This will help draw in new business.
- The increased traffic from Truckers passing through and utilizing the Trucker's Lounge has shown a significant increase for Slots and Table Games.
- Now have the ability to send GEO ads to truckers for the Buffalo Run Casino & Resort and the Trucker's Lounge. Current average number of trucks per day is 22 during the week and 30 on Saturdays. The goal is to increase this traffic to 40 per day.

Ms. VanStavern then gave a report on the Financials for Buffalo Run Hotel:

- Hotel revenue is up 44% YTD.
- Room revenue is up 41% YTD.
- Grab and Go is up 102% YTD.

In closing, Ms. VanStavern introduced Brian Favreau, Director of Casino Operations for Buffalo Run Casino & Resort.

Mr. Favreau began his report by listing the current projects, as well as accomplishments his departments have made, which include the following:

- Updated graphics & machine moves in the hallway for "Hunt for Neptune's Gold"
- Converted/Installed 28 games
- Removed 10 games in Backwoods to make room for future projects
- Installed a slot theme that will always have at least a million-dollar jackpot
- Introduced a "scratch off" feature on the gaming machines that is new to the area
- Signed final documents to allow us to complete the Buffalo Run Zone Project
- The recently added automatic card shufflers have been a great addition. The casino had the best month that they've had in a long time with the card shufflers in place. Dealers gain 2-3 hours/day by not having to shuffle cards.

Mr. Favreau then began discussing the Financials for Slots and Table Games by stating the following:

- For Slots, there is a 14% increase YTD over previous year.
- For Table Games, there is a 34% increase YTD over previous year.

In closing, Mr. Favreau introduced Angela (Dahl) Gosney, Director of Finance for Buffalo Run Casino & Resort.

Ms. Gosney began her report by informing the Business Committee of the Finances for the Casino, which includes the following:

- There was a 0.4% change in the Tribal Distribution from February 2021 to February 2022.
- Total distribution YTD showed a decrease of 2% - this is mostly related to the bad weather and ice.
- Still have March 2022 to exceed the goal for FY 2022.

### **ADMINISTRATIVE REPORT:**

Chief Harper provided a summary of his written report, highlighting the following:

- Attended the NEO Outstanding Alumni & Awards Luncheon on Saturday, March 26<sup>th</sup> in which the Tribe was honored to receive the “Award of Merit”. (Chief Harper had the award on display.)
- Held a Team Appreciation lunch followed by a day of bowling for Staff.
- Continuing to hold monthly Director’s meetings.
- Continuing interviews for multiple open positions – especially the Early Childhood Department and the Health & Human Services Departments.
- Moved into and opened the new Early Childhood Center at Woodlands Academy.
- Held a Community Open House for the new campus in which 5 other Tribal leaders were present to show support for our Tribe.
- Met with the City of Miami to start planning for the ‘Route 66 Heritage Fest’ – which is set to be held at the end of July.
- Gave an update on current grants and a few future grants staff will be applying for.
- Holding meetings with Directors on an individual basis to start strategic planning for next year.

### **UNFINISHED BUSINESS:**

There was no unfinished business.

### **NEW BUSINESS:**

The Committee reviewed the documents presented for “New Members Recommended for Approval by the Enrollment Committee on 03/17/22 Tentatively to be Approved by the Business Committee on 04/05/22 or at the Next Regularly Scheduled or Special Meeting”. No questions were asked from the Committee. Motion to approve the recommendations was made by Kara North and seconded by Carolyn Ritchey. Motion passed.

**Resolution R-04-05-22-A, “Approval for Changes to the Peoria Tribal Membership Roll”:** Motion was made by Kara North and seconded by Isabella Burrell to approve Resolution R-04-05-22-A as presented. Motion passed.

**Resolution R-04-05-22-B, “Authorization and Signatures with First National Bank and Trust Company Entitled Peoria Ridge Golf Course”:** Motion was made by Hank Downum and seconded by Carolyn Ritchey to approve Resolution R-04-05-22-B as presented. Motion passed.

**Resolution R-04-05-22-C, “Authorization and Signatures with First National Bank and Trust Company of Miami, Oklahoma for Accounts Entitled Buffalo Run Casino”:** Motion was made by Carolyn Ritchey and seconded by Kara North to approve Resolution R-04-05-22-C as presented. Motion passed.

**Resolution R-04-05-22-D, “Authorization and Signatures with Security Bank and Trust Company of Miami, Oklahoma for Accounts Entitled Buffalo Run Casino”:** Motion was made by Isabella Burrell and seconded by Carolyn Ritchey to approve Resolution R-04-05-22-D as presented. Motion passed.

**Resolution R-04-05-22-E, “Authorization for Signatures with First National Bank and Trust Company of Miami, Oklahoma for Accounts Entitled Buffalo Run Hotel”:** Motion was made by Kara North and seconded by Hank Downum to approve Resolution R-04-05-22-E as presented. Motion passed.

**Discussion/Approval of contract work with Legwork, LLC: (Discussion held in Executive Session).** No action taken.

**Discussion/Approval of a contract with Attorney Greg Bigler: (Discussion held in Executive Session).** No action taken.

**Discussion/Approval for Employee Wage Change Recommendations: (Discussion held in Executive Session.)** Motion was made by Kara North and seconded by Carolyn Ritchey to approve the employee wage changes as presented. Motion passed.

**PUBLIC COMMENTS:**

Chief Harper began “Public Comments” by stating that he would like to go around the room so that each Tribal Citizen had the opportunity to address the Business Committee or ask questions:

- Tribal Citizen, Tabitha Sixkiller, inquired how guests enter the “after concert” drawings. CEO Patrick Browne and Director of Casino Operations Brian Favreau both answered this question. Ms. Sixkiller then inquired how concerts are booked because she would like to see the Native American comedian, “Tatanka Means”. Mr. Browne stated he would look into it and see if he could be booked. Ms. Sixkiller then asked if there was anywhere to dance at Buffalo Run Casino and her question was answered by Director of Facilities Brian Estep who stated that guests use the Backwoods Bar area for dancing.
- No other public comments were received.

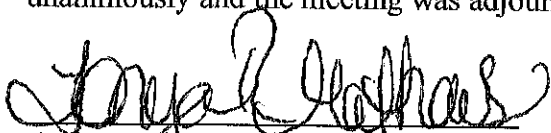
**EXECUTIVE SESSION:**


Motion was made by Kara North and seconded by Carolyn Ritchey to move into Executive Session at 6:46 pm. Motion passed.

Motion was made by Kara North and seconded by Isabella Burrell to come out of Executive Session at 8:35 pm. Motion passed.

**ADJOURNMENT:**

Motion to adjourn was made by Kara North and seconded by Hank Downum. Motion carried unanimously and the meeting was adjourned at 8:37 pm.

  
Authorized Signature

  
Date Approved