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PEORIA TRIBE

OF INDIANS OF OKLAHOMA

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CHIEF
Craig Harper

SECOND CHIEF
Rosanna Dobbs

**PEORIA TRIBE OF INDIANS OF OKLAHOMA
BUSINESS COMMITTEE MEETING
April 4, 2023**

MINUTES

CALL TO ORDER/INVOCATION:

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

DECLARATION OF QUORUM:

Secretary Jenny Rampey declared a quorum with all members present.

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 Rosanna Dobbs to approve the Minutes of the Regular Meeting, held on March 7, 2023. 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 2023 as presented. Motion passed.

Enterprise Reports

Chief Harper thanked the Committee and citizens for attending. He then informed everyone that we will have the Business Committee meetings at the Community Center starting next month.

He then introduced Patrick Browne, CEO of Buffalo Run Casino & Resort. Mr. Browne introduced himself and thanked the council for having him. He stated that the enterprise was in its 11th month of the fiscal year and gave a few highlights to date. He then introduced Nate Dowling, Director of Non-Gaming Operations at Buffalo Run Casino, to give his report.

Mr. Dowling began his report, which included:

SECRETARY
Jenny Rampey

TREASURER
Hank Downum

FIRST COUNCILMAN
Carolyn Ritchey

SECOND COUNCILMAN
Kara D. North

THIRD COUNCILMAN
Scott Myers

Property Updates

- Updated the Dressing Rooms at Buffalo Run Casino
- Purchased a large screen (16'x8') to create a LED wall inside the Showplace. The Casino used to rent these but now we can offer this service as an add-on to event rentals which generates income.
- Purchased and installed Self-Serve Kiosks for Backwoods. This will create a better customer experience by eliminating the need to wait in line to order. These are 2-3 weeks out from launch.
- The security system is up and running at Health and Human Services. The cameras allow for secure viewing from 16 different views.
- The security system is up and running at the Maintenance building for the Tribe, as well.

Mr. Dowling ended his report by asking the Business Committee if there were any questions. He then introduced David Murphy, Director of Hospitality for Buffalo Run Casino and Peoria Ridge Golf Course.

Mr. Murphy began his report, which included:

Hotel Financials

- 11% *increase* in hotel revenue from February 2022 to February 2023, and up 5% YTD
- 12% *increase* in room revenue from February 2022 to February 2023, and up 5% YTD
- 1% *increase* with Grab-n-Go from February 2022 to February 2023, with no change YTD

Food and Beverage Financials

- 78.76% (\$35,503) *increase* in Bistro revenue from February 2022 to February 2023
- 22.14% (\$7,995) *increase* in Backwoods revenue from February 2022 to February 2023
- 2.96% (\$2,923) *increase* in Coal Creek revenue from February 2022 to February 2023
- An *overall increase* of 25.78% (\$46,421) increase over last year for the entire property

Golf Financials

- Golf Revenue showed an *increase* of 40% (\$22,857) from February 2022 to February 2023, and up 13% YTD
- Golf Rounds showed an *increase* of 66% (762) from February 2022 to February 2023, and up 16% YTD
- Mr. Murphy attributed these increases to the good weather and the fact that the weekday and weekend rates have changed but are still competitive with surrounding golf courses. PRGC is looking to increase the membership rates this June, which will contribute an additional \$100,000 in new revenue.
- Mr. Murphy further reported that they have revamped the score card which included more advertising and information for the player.

Mr. Murphy ended his report by asking the Business Committee if there were any questions. He then introduced Mary Jewett, Assistant General Manager with Buffalo Run Casino & Resort.

Ms. Jewett thanked the Committee for having her and began her report, which included:

Marketing Updates

- Introduced a new look for monthly direct mailers which includes higher quality paper stock, and newer and brighter designs. She also stated that she backed the mailer date up one week so that players do not receive ours during the same timeframe as Downstream Casino's mailer.
- Special Events: The casino is hosting 'special events' for players to set them apart. These events are pulling in approximately 400 people. The casino hit a record number recently of \$4.6 million, largely in part by these events.
- Still focusing on email and SMS texts as a quicker way to send offers, which also results in quicker responses. The casino can also reactivate players this way as well.
- New Member Sign-ups show an overall increase of 17% from January-March 2023 vs. January-March 2022.
- The 'We Love our Truckers' campaign is still going strong. Ms. Jewett reported there were 597 new trucker member sign-ups from January-March 2023. She reviewed a map showing where the truckers that stop at the casino are from, ranging from 43 different states. Word of mouth is working. Ms. Jewett also read positive reviews from truck drivers that have stopped and spent time at the Trucker's Lounge and Casino.

Following the Marketing report, Ms. Jewett introduced Angela Gosney, Director of Finance for Buffalo Run Casino and Resort.

Ms. Gosney began her report, which included:

Slot Financials

- Coin-In showed an *increase* of 5% from February 2022 to February 2023, and a *decrease* of 8% YTD. This is the second consecutive month to be up for coin-in.
- Slot Win showed an *increase* of 2% from February 2022 to February 2023, and a decrease of 13% YTD.

2023 Casino Distribution

- Distribution comparing February FY2022 to FY2023 showed a *decrease* of 11%. Ms. Gosney stated that this trend is turning back towards the positive, the 11% change used to be 20%.
- YTD Distribution showed a decrease of 77%

In closing, Ms. Gosney asked if there were any questions. Patrick Browne stepped up to inform the Committee that this would be Angela's last Business Committee meeting and that she had taken a new position elsewhere. Ms. Gosney thanked the Committee, Chief Harper, and the Tribe for the great years of employment and all that she's learned.

ADMINISTRATIVE REPORT:

Before Chief Harper began his monthly administrative report, he spoke about the following topics:

- *The new accounting software, Intacct, and how the Tribe has been working hard to streamline our processes, ultimately going paperless.*
- *His model has been to invest in two departments per year. This year's focus is Human Resources and Administration. The Tribe added Kim Krokroskia and Tab Rolsten as Managers as well as a Generalist at both Buffalo Run and the Headquarters. The team is currently working on re-drafting our personnel policy handbook.*
- *Next Friday, 4/14/23 is "Peoria Day at the Ballpark"! This has been an annual celebration with NEO which consists of lunch and a ballgame for the staff. Chief Harper invited the citizens and Business Committee members to attend.*
- *Chief touched briefly on the current construction going on at the Headquarters. He explained that we will have a proper breakroom for staff to eat together.*

Chief Harper gave a recap of his written report, the highlights included:

- General Council and Annual Election
- Continue to hold regular Director's meetings
- Leadership Class in Guymon – Agriculture, Immigration, and Community Development
- Continue to hold interviews for Early Childhood
- Hands-on training on new accounting software – Intacct
- Attended the ITC Board Meeting
- Attended NTHS Board Meeting
- Attended the UIINO (United Indian Nations of Oklahoma) Quarterly Meeting
- Hired a new Human Resources Manager
- Celebrated Employee Appreciation Week
- Attended the Government-to-Government Conference in Tulsa

Chief Harper began staff reports by introducing Darin Abernathy, Director of Construction.

Mr. Abernathy began his report with a slideshow that included:

Where We Are, This Quarter (Construction):

- Complete Master Plan of Cemetery Property by Blue River Architects
- Room layout designs for Food Distribution Center
- Tribal HQ renovations: New breakroom, and offices being renovated with new carpet, ceiling tiles, paint, lighting, and furniture. New waiting and service area for Enrollment and Tags to aid in privacy for citizens.
- Health and Human Services: Plans to pave the parking lot and fence the property to deter people from driving through the parking lot from the adjacent car wash.
- Designing a new grand entrance for Buffalo Run and adding the bleachers to the Showplace for additional seating.
- Siding to be stained on the Clubhouse at the Peoria Ridge Golf Course.

Where We Are Going, Next Quarter (Construction):

- Brainstorming for PRGC Clubhouse Renovation
- Design phase for HHS building

In closing, Mr. Abernathy asked if there were any questions. He then introduced Crystal Wyrick, Director of Commerce. Ms. Wyrick began her report with a slideshow, which included:

Where We Are, This Quarter (Commerce):

- New CNC machines have arrived at Henley and are installed, and the staff is trained. Ms. Wyrick then showed the Business Committee an item that was made with the machine. She also showed an item made with the new water jet machine. Both machines were funded by an EDA grant and no one else is known to have these nearby.
- Intacct accounting software is live. We can process requisitions, pay bills and cut checks.
- Added two new Grant Writers to the team.
- Working on the Cemetery Fence and Buffalo Project.

Where We Are Going, Next Quarter (Commerce):

- Plans to turn the Henley facility on for profit for the Tribe.
- Working on obtaining funding for Health and Human Services and the Cultural Preservation Departments.

UNFINISHED BUSINESS:

There was no unfinished business.

Before moving into New Business, Chief Harper stated that he would like to take items "D" and "E" into Executive Session. Item "D" was listed as, "Discussion/Approval for Budget Modifications" and agenda item "E" was listed as, "Discussion/Approval of Land Acquisition". Per Chief Harper, line item "D" is dependent upon line item "E". The Committee approved taking both agenda items into Executive Session.

NEW BUSINESS:

New Members Recommended for Approval by the Enrollment Committee on 03/16/23 Tentatively to be Approved by the Business Committee on 04/04/23 or at the Next Regularly Scheduled or Special Meeting: Motion to approve the recommendations was made by Carolyn Ritchey and seconded by Kara North. Motion passed.

Resolution R-04-04-23-A, "Approval for Changes to the Peoria Tribal Membership Roll": Motion was made by Hank Downum and seconded by Carolyn Ritchey to approve Resolution R-04-04-23-A as presented. Motion passed.

Resolution R-04-04-23-B, "Resolution Affirming Executive Order 2023-03-24-A, Rescinding the State of Emergency Regarding Covid-19": Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey to approve Resolution R-04-04-23-B as presented. Motion passed.

Discussion of Inclement Weather Policy: Chief Harper asked for feedback and/or ideas pertaining to the topic. Discussion was had and Second Chief, Rosanna Dobbs asked for clarification on the Winter Weather policy that is stated in the Peoria Early Childhood handbook (included in the Business Committee packets). Ms. Dobbs would like for it to state that the Tribe

will NOT close due to too low temperatures, as stated in #2 of the Early Childhood handbook. Chief Harper stated that this will be discussed in procedures/policies and the Business Committee can revisit this topic at May's Business Committee meeting. No motion was made.

Discussion/Approval for Budget Modifications: Following the discussion held in Executive Session, a motion was made by Hank Downum and seconded by Jenny Rampey to approve three budget modifications for FY 2023 and FY 2024, as presented. Motion passed.

Discussion/Approval of Land Acquisition: Following the discussion held in Executive Session, a motion was made by Rosanna Dobbs and seconded by Scott Myers approving the request to bid on the described property, not to exceed \$50,000.00. Motion passed.

Discussion/Approval of Employee Wage Change Recommendations: Following the discussion held in Executive Session, a motion was made by Hank Downum and seconded by Kara North to approve wage changes as recommended. Motion passed.

PUBLIC COMMENTS:

Chief Harper began "Public Comments" by asking if there were any questions so that each Tribal Citizen had the opportunity to address the Business Committee or ask questions.

Citizen Tonya Stand inquired about Resolution R-04-04-23-B, the rescinding of the State of Emergency regarding Covid-19, and if lifting this will hold any remaining ARPA funds up from being distributed. Chief Harper replied, "no", this resolution will not affect that.

Citizen Charla EchoHawk asked to ensure that when discussing the Inclement Weather Policy to clarify "policy" vs. "procedure" and to discuss these with Human Resources.

Citizen Burgundy Fletcher asked if the Tribe has considered having their own Peoria police force. Chief Harper spoke at length about this inquiry and stated it is a possibility but that there are a lot of components to think through and steps to take to make that happen. He gave several examples to consider.

Citizen Karen Johnson had a few items to discuss:

- *Can our Henley facility possibly make tribal cemetery markers for our citizens?*
- *Why doesn't the Peoria Tribe have any signs off the highway like "You're entering Wyandotte Country"? Chief Harper stated to execute this, it would require a meeting with ODOT.*
- *At General Council, it was mentioned that an increase in Eldercare would be on the agenda. Elders would be grateful for the increase as the last few years have been tough. Chief Harper stated that there is a line item in the budget modification for Eldercare. He stated that \$500,000.00 is set aside every year and last year they exceeded that amount. This information is being reviewed to discuss the new amount for next year.*

Citizen Roberta Lindsly praised David Murphy and the team that catered her granddaughter's wedding at the Golf Course. She said that they went above and beyond, and the family was grateful and very pleased.

Citizen Stacy Lindsly asked if the Business Committee would be willing to revisit the \$3,500.00 amount set aside for Eldercare. She said that she is the voice for many of her relatives who keep asking her. Chief thanked her for being their voice and that the budget is being reviewed, but not at this meeting tonight.

EXECUTIVE SESSION:

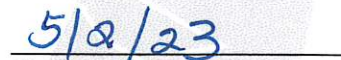
Motion was made by Carolyn Ritchey and seconded by Rosanna Dobbs to move into Executive Session at 7:38 pm. Motion passed.

Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey to come out of Executive Session at 8:48 pm. Motion passed.

ADJOURNMENT:

Motion to adjourn was made by Carolyn Ritchey and seconded by Kara North. Motion carried unanimously and the meeting was adjourned at 8:51 pm.


Authorized Signature


Date Approved

