

P (918) 540-2535
F (918) 540-2538



PEORIA TRIBE

OF INDIANS OF OKLAHOMA

118 S. Eight Tribes Trail Miami, OK 74354
P.O. Box 1527 Miami, OK 74355

CHIEF
Craig Harper

SECOND CHIEF
Rosanna Dobbs

**PEORIA TRIBE OF INDIANS OF OKLAHOMA
BUSINESS COMMITTEE MEETING
December 5, 2023**

MINUTES

CALL TO ORDER/INVOCATION:

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

DECLARATION OF QUORUM:

Secretary Jenny Rampey declared a quorum with all members present.

APPROVAL OF AGENDA:

Rosanna Dobbs made a motion and Hank Downum seconded to approve the agenda as presented. Motion passed.

APPROVAL OF MINUTES:

Scott Myers made a motion and was seconded by Carolyn Ritchey to approve the Minutes of the Regular Meeting, held on November 7, 2023, with one minor correction. Motion passed with correction made.

MONTHLY TRIBAL/PROGRAM REPORTS:

Financial Reports

Jenny Rampey made a motion and was seconded by Rosanna Dobbs to approve the Financial Reports for October 2023 as presented. Motion passed.

Enterprise Reports

Chief Harper introduced Mary Jewett, Acting General Manager of Buffalo Run Casino & Resort. Ms. Jewett introduced herself and thanked the council for having her.

Ms. Jewett began her report, which included October Highlights:

Financial Impacts

- Two power outages with an average of 3-5 hours each.
- First IGT System upgrade in ten years.
- Economy

- Costs due to preventative maintenance.
- Direct mail response dropped 1% in one month.
- Free-play utilization decreased 37% from September to October.

Slot Financials

- **Slot Win** showed a *decrease* of -22.02% (\$522,810) from October 2023 to October 2024.
- **YTD** showed a *decrease* of -8.57% (\$1,460,907).

Hotel Financials

- -5.96% (77) *decrease* in **Occupancy** from October 2023 to October 2024. **YTD** showed a -5.22% (549) *decrease* in occupancy.
- -2.77% (\$4,164) *decrease* in **Room Revenue** from October 2023 to October 2024. **YTD** showed a *decrease* of -3.97% (\$43,863).

Golf Financials

- **Golf Revenue** showed an *increase* of 3.16% (\$3,105) from October 2023 to October 2024. **YTD** showed an *increase* of 16.72% (\$107,823).

Food and Beverage

- **Bistro** comparing October FY2023 to FY2024 showed an *increase* of 33.92% (\$80,551).
- **Backwoods** showed a *decrease* of -13.36% (\$7,447).
- **Coal Creek** showed a *decrease* of -15.07 (\$17,488).
- **Main Bar** showed a *decrease* of -16.36% (\$12,377).
- **Backwoods Bar** showed an *increase* of 6.14% (\$453).
- **Total F&B Sales** showed a *decrease* of -5.31% (\$16,855).

2024 Casino Distribution

- **Casino Distribution** showed a *decrease* of -87.76% (\$476,405) from October 2023 to October 2024 with a *decrease* of -14.36% (\$470,773) **YTD**.

Ms. Jewett continued her report by sharing a few changes that have taken place that affect the financials, as well as current updates for the Casino. These include:

- Vendors are paid on time, with no late payments.
- Strong focus on cost-saving initiatives in all three properties.
- Clear transparency both internally and externally.
- Group Sales – booking the Showplace throughout the year.
- Community involvement: Miami City Christmas Parade and Park of Lights display.
- Remodeled the VIP Lounge.
- Served 748 guests during the Thanksgiving Buffet.
- Sharing Creative Services with the Tribe.

Ms. Jewett thanked the Committee and asked if there were any questions.

Chief Harper then introduced Bill Chase, Director of Finance for the Tribe.

Mr. Chase began his report, which included a presentation covering various updates within his department. The presentation included:

- ***Introduced Sage Intacct Accounting Software***
 - Electronic Purchase Requisitions
 - Vendor/Payee Accuracy
 - Accessibility
 - Paperless
- ***Next Steps with Sage Intacct***
 - Additional training
 - Integrating payroll
 - Integrating travel expenses
- ***Switched to Arvest Bank***
 - Reduced payments to a single bank
 - Positive pay fraud protection tool
 - Remote deposit
 - Higher interest rates
 - Eliminated 38% of check writing
- ***Additional Arvest Services***
 - Purchasing Card program
 - Merchant card services for the Tag Program
 - Deposits are fully covered above the FDIC limit
- ***Next Steps with Arvest***
 - Payments via virtual credit cards
 - Reduced supplies
 - Rebate on every payment
- ***Task Realignment within the Department***
 - Hired Amanda Hall – Comptroller
 - Nineteen years of accounting experience
 - Has taken over grant reporting, payroll entries, payroll insurance bills, bank reconciliations, fixed assets, and remote deposit capture.

Mr. Chase thanked the Committee for having him and asked if there were any questions.

ADMINISTRATIVE REPORT:

Chief Harper began his Administrative Report for November. The report included the following highlights:

- Tribal tag update: Only a handful of calls have come through. Citizens are being proactive with the situation.

- Tour of Osage Butcher House and Greenhouses with Chief Standingbear.
- Attended the 19th Annual Red Feather Gala in OKC – Hosted by the OKC Indian Clinic.
- Met with each Director 1:1.
- Attended Veteran’s Day Gourd Dance at the Miami Nation’s Council House.
- Attended the 2023 NCAI (National Congress of American Indians) Annual Convention in New Orleans.
- Staff Thanksgiving Luncheon at the Community Center.
- Peoria Housing Authority Board Meeting.
- Attended the UINO Annual Meeting in Tulsa.
- Hired a Greenhouse Manager, Sam Doty. (Update on Greenhouse Project).

UNFINISHED BUSINESS:

NEW BUSINESS:

New Members Recommended for Approval by the Enrollment Committee on 11/16/23 Tentatively to be Approved by the Business Committee on 12/05/23 or at the Next Regularly Scheduled or Special Meeting: Motion was made by Kara North and seconded by Rosanna Dobbs to approve the new members as presented. Motion passed.

Resolution R-12-05-23-A, “Approval for Changes to the Peoria Tribal Membership Roll”: Motion was made by Carolyn Ritchey and seconded by Scott Myers to approve Resolution R-12-05-23-A as presented. Motion passed.

Resolution R-12-05-23-B, “Authorization and Signatures with Liberty Bankers to Withdraw the Balances of the Listed Annuity Accounts”: Motion was made by Scott Myers and seconded by Hank Downum to approve Resolution R-12-05-23-B as presented. Motion passed.

Resolution R-12-05-23-C, “Request for Transfer of Funds from Peoria Tribe’s Operating Account to Buffalo Run Casino’s Operating Account”: Motion was made by Scott Myers and seconded by Hank Downum to approve Resolution R-12-05-23-C for one million dollars. Motion passed.

Resolution R-12-05-23-D, “Authorizing Submittal of Application to the Department of Homeland Security (FEMA) for Increase in Tribal Cybersecurity”: Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey to approve Resolution R-12-05-23-D as presented. Motion passed.

Resolution R-12-05-23-E, “Establishing IGA (Indian Gaming Association) Tribal Membership for 2024”: Motion was made by Carolyn Ritchey and seconded by Kara North to approve Resolution R-12-05-23-E as presented. Motion passed.

Resolution R-12-05-23-F, “Resolution Approving and Authorizing a Request for Buffalo from the Intertribal Buffalo Council Yellowstone Surplus Buffalo Fy2023 Program”: Motion was made by Kara North and seconded by Scott Myers to approve Resolution R-12-05-23-F as presented. Motion passed.

Reappointments to the Election Committee, (Kristen Gillman, Shelley Mitchell, Bud Ellis, Courtney McCartney, and Cassie McCoy): Motion was made by Hank Downum and seconded by Kara North to reappoint the election committee as presented. Motion passed.

Reappointment to the Tribal Gaming Commission for 2024, (Chairman, Marcel Walther): Motion was made by Kara North and seconded by Jenny Rampey to reappoint Chairman Marcel Walther as presented. Motion passed.

Review/Discussion of Employee Handbook, (Second Chief, Rosanna Dobbs): After Discussion, no motion was made.

Donation Policy Discussion, (Second Chief, Rosanna Dobbs): After Discussion, no motion was made.

Community Center Rental Policy Discussion, (Second Chief, Rosanna Dobbs): After Discussion, no motion was made.

Discussion/Approval to Proceed with Christmas Bonuses to Tribal Department Staff: Motion was made by Hank Downum and seconded by Carolyn Ritchey to approve the bonuses as presented by H.R. during Executive Session. Motion passed.

Discussion/Approval for Donation to Miami Senior Center: Motion was made by Kara North and seconded by Jenny Rampey to approve support for \$10,000. Motion passed.

Discussion/Approval of Employee Wage Change Recommendations (done in Executive Session): Motion was made by Rosanna Dobbs and seconded by Scott Myers to approve the wage changes as recommended by H.R. in Executive Session. 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 Axle Farless:

Mr. Farless suggested holding a public forum for candidates seeking election. This would allow candidates to present their ideas, answer questions from the citizens, and list their qualifications. Mr. Farless asked if the Business Committee would address this with the Election Committee.

Citizen Larry Myers:

Mr. Myers asked the Business Committee, regarding the public forum, how this aligns with the Constitution. We need to make sure that we look at that.

Citizen Tonya Stand:

Ms. Stand thanked Second Chief Dobbs for addressing the employee handbook suggestions.

Citizen Nick Hargrove:

Mr. Hargrove stated that he supports the idea of a public forum and would like the Election Committee to be consulted.

Citizen Charla EchoHawk:

Ms. EchoHawk stated that her department has been receiving feedback from our citizens on who the Veterans are, etc.....information is still coming in.

EXECUTIVE SESSION:

Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey to move into Executive Session at 7:46 p.m. Motion passed.

Motion was made by Kara North and seconded by Hank Downum to come out of Executive Session at 8:53 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 8:57 pm.


Authorized Signature


Date Approved