



PEORIA TRIBE

OF INDIANS OF OKLAHOMA

118 S. Eight Tribes Trail • P.O. Box 1527
Miami, Oklahoma 74355

CHIEF
Craig Harper

SECOND CHIEF
Rosanna Dobbs

PEORIA TRIBE OF INDIANS OF OKLAHOMA BUSINESS COMMITTEE MEETING

February 7, 2023

MINUTES

CALL TO ORDER/INVOCATION:

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

DECLARATION OF QUORUM:

Secretary Tonya Mathews declared a quorum with all members present.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Motion was made by Hank Downum and seconded by Rosanna Dobbs to approve the Minutes of the Regular Meeting, held on January 3, 2023. Motion passed.

MONTHLY TRIBAL/PROGRAM REPORTS:

Financial Reports

Motion was made by Carolyn Ritchey and seconded by Hank Downum to approve the Financial Reports for December 2022 as presented. Motion passed.

Enterprise Reports

Patrick Browne, CEO of Buffalo Run Casino & Resort, introduced himself and thanked the council for having him. Mr. Browne then introduced Jeremy Weiss, Manager of the Peoria Ridge Golf Course, to give his report.

Mr. Weiss began his report, which included:

Golf Course News

- Continue to work on equipment prep for the upcoming season
- Completed painting of tee markers, trash containers, etc...
- Completed stump grinding on the course
- Preparing to begin dormant spray herbicides applications
- Finishing tree trimming in February
- Working on scheduling greens aerification
- Filling the Pro Shop with new apparel. Puma and Footjoy will be the two main suppliers with new lines for Spring, Summer, and Fall.
- Marketing initiatives

Golf Course Financials

- 5% *decrease* in revenue from December last year to December of this year, but up 10% YTD
- 102% *decrease* in golf rounds from December last year to December of this year, but up 12% YTD

Mr. Weiss ended his report by asking the Business Committee if there were any questions. He then introduced David Murphy, Director of Food, Beverage, and Golf Operations.

Mr. Murphy began his report, which included:

Food and Beverage Updates

- 2022 proved to produce the highest revenue to date for Food and Beverage at \$3,653,985, which was an increase of 21.4%.
- The newly remodeled Bistro is now open!

Mr. Murphy then gave the floor to Patrick Browne. Mr. Browne stated that he would be presenting the Marketing updates for the Casino for Mary Jewett, Director of Marketing for Buffalo Run Casino.

Mr. Browne began the report, which included:

Marketing Updates

- Stats were shown of the weekly new player sign-ups and the monthly new player sign-ups. The weekly high was 217 new player signups, the week of New Year's. The monthly high was also in January 2023, with 739 new sign-ups.
- The marketing team was able to capture 1,118 new emails in the month of December
- Working on booking the Showplace every weekend with several bookings in February, March, and April
- Secured 'DOME', a new customer who held their expo at Buffalo Run Casino for the first time, previously held at Downstream for the last five years. They shared many compliments about their event and are already booking next year's event with us.

Mr. Browne introduced Angela Gosney, Director of Finance for Buffalo Run Casino and Resort.

Ms. Gosney began her report, which included:

Slot Financials

- Coin-In was down 6% from December last year to December of this year, and down 11% YTD.
- Slot Win was down 24% from December last year to December of this year, and down 15% YTD.
- Ms. Gosney informed the Committee that the month of December held over four days of frigid/snowy weather.

Hotel Financials

- 4% *decrease* in Hotel Revenue from December last year to December of this year, but up 5% YTD (\$68,640)
- 4% *decrease* in Room Revenue from December last year to December of this year, but up 5% YTD (\$66,326)
- 21% *decrease* in Grab-n-Go sales from December last year to December of this year, but up 4% (\$2,314) YTD

2023 Casino Distribution

- Distribution comparing December FY2022 to FY2023 reflects a change of \$435,604
- YTD Distribution reflects a change of \$2,892,846

ADMINISTRATIVE REPORT:

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

- Continue to hold regular Director's meetings
- Leadership Class in OKC
- Continue to hold interviews for ECC positions
- Interviewed and hired a Director of Human Resources for Buffalo Run
- Attended the ITC Board Meeting
- Attended NTHS Board Meeting
- Attended the MAEDS Board Meeting
- Currently interviewing for a Human Resources Director for the Tribe
- Bistro Grand Opening
- OK Small Business Development Partnership Luncheon at NEO
- Peoria Tribe Health and Human Services Open House

Chief Harper began staff reports by introducing Tonya Mathews, Executive Director of the Gaming Commission for the Tribe.

Ms. Mathews began her report with a slideshow that included:

Meet the Team Slide

Where We Were, Last Quarter (Gaming Commission):

- Employee Licensing – January 2022 through August 2022 hilights
 - Processed 106 employee terminations
 - Processed 53 position changes
 - Processed 90 new employees
 - More stats reviewed
- Vendor Licensing & Compliance -- January 2022 through August 2022
 - Machine installs: 77
 - Machine conversions: 83
 - Machine removals: 74
 - More stats reviewed
- Internal Audit – April 2022 through August 2022
 - Completed internal audits for the following departments: Surveillance, Accounting, Auditing, and Accounting
 - Revisions to policies and procedures as a result of internal audit discovery
 - Audit responses for internal audits for FY 22
 - Successful audit with no findings in July 2022

Where We Are, This Quarter (Gaming Commission):

- Employee licensing – September 2022 through January 2023
 - Processed 67 employee terminations

- Processed 33 position changes
- Processed 76 new employees
- Processed 21 renewal licenses
- More stats reviewed
- Vendor Licensing and Compliance – September 2022 through January 2023
 - Machine installs: 57
 - Machine conversions: 52
 - Machine removals: 45
 - More stats reviewed
- Successful audit with NIGC, no findings
- Current staff trainings: IGA Level 1 Commissioner’s Certification
- Reviewing new licensing database for changes to better fit our needs
- Internal audit – September 2022 through January 2023
 - Completed several initial internal audits for several departments
 - Completed 2nd verification audits from FY 22 for several departments
 - New HID cards

Where We Are Going, Next Quarter (Gaming Commission):

- Continuing to implement the new employee licensing process database
- Continue improving communication between the Casino and Gaming Commission
- Upcoming training for employees: OTGRA in Durant in April 2023

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 1/19/23 Tentatively to be Approved by the Business Committee on 02/07/23 or at the Next Regularly Scheduled or Special Meeting”. Motion to approve the recommendations was made by Rosanna Dobbs and seconded by Carolyn Ritchey. Motion passed.

Resolution R-02-07-23-A, “Approval for Changes to the Peoria Tribal Membership Roll”: Motion was made by Isabella Clifford and seconded by Hank Downum to approve Resolution R-02-07-23-A as presented. Motion passed.

Presentation from Amber Buker with Totem: A presentation was given by Amber Buker, owner of Totem, a digital banking company designed for Native Americans. No action was taken.

Resolution R-02-07-23-B, “Authorization Adding Representatives to Receive Information on Behalf of the Peoria Tribe of Indians, for accounts with Grand Savings Bank”: Motion was made by Rosanna Dobbs and seconded by Kara North to approve Resolution R-02-07-23-B as presented. Motion passed.

Resolution R-02-07-23-C, “Authorization for Signatures on Arvest Wealth Management Account”: Motion was made by Carolyn Ritchey and seconded by Isabella Clifford to approve Resolution R-02-07-23-C as presented. Motion passed.

FY 2024 Budgets: Following the presentation and questions from the Council regarding the FY 2024 Budgets, a motion was made by Isabella Clifford and seconded by Carolyn Ritchey to approve the

Budgets as presented. Motion passed.

Present/Discuss Initial Master Planning for Campus: Chief Harper presented the blueprints and discussed this line item which included future plans for the Food Distribution Center, Wellness Center, and the Woodland Academy expansion. No motion was taken.

Discussion/Approval of Inclement Weather Policy (Second Chief, Rosanna Dobbs): Second Chief, Rosanna Dobbs presented this topic to the Committee for discussion. The prominent topic questions included:

- What is the weather policy?
- Is Woodland Academy considered Tribal staff? If so, the same policy should apply to both.
- Jolynn Kaiser, Director of Early Childhood was questioned regarding the policy at hand. Ms. Kaiser stated that the emergency procedure states that the Academy will close when the Miami Public Schools close.
- Citizen and employee, Charla EchoHawk stated that perhaps a Labor Law attorney may help with the decision-making.
- After much discussion and questions from both Tribal employees, Committee members, and Citizens, an informal temporary decision was made. Chief Harper asked Jolynn to agree that until a final decision is made if there is a weather closing, both the Tribal Headquarters and the Academy will agree to be consistent with either staying open or closing. Chief Harper then stated that this will be a line item on April's Business Committee agenda to discuss with teams prior to the May Business Committee meeting. A line item will be added to the May Business Committee meeting agenda for a final ruling to be made.

Discussion of Community Center Policy Development and Contract Changes (Second Chief, Rosanna Dobbs): Second Chief Rosanna Dobbs stated that an actual policy needs to be put into place regarding the rental of the Community Center. The Tribe is currently working under a contract that was put into place in order to open the doors. It was mentioned that this topic was made official at a previous Business Committee meeting. This will be revisited at the May Business Committee meeting. No action was taken.

Discussion/Approval of \$2.0 Million for Slot Purchase: Patrick Browne, CEO of Buffalo Run Casino gave the presentation. After discussion, a motion was made by Hank Downum and seconded by Kara North to approve as presented. Motion passed.

Discussion/Approval for Annual Employee wage change recommendations: Done in executive session. Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey 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 Charla EchoHawk thanked Patrick Browne and his team at Buffalo Run Casino for everything that they do for the Tribe. Ms. EchoHawk proceeded to introduce her new employee in the Cultural Preservation Department, Burgundy Fletcher. Ms. Fletcher is the Tribe's first Historic

Preservation Specialist. Ms. EchoHawk also mentioned that she has filled the position of the Tribe's first-ever Archivist Specialist.

EXECUTIVE SESSION:

The motion was made by Isabella Clifford and seconded by Carolyn Ritchey to move into Executive Session at 8:44 pm. Motion passed.

The motion was made by Kara North and seconded by Hank Downum to come out of Executive Session at 9:21 pm. Motion passed.

ADJOURNMENT:

Motion to adjourn was made by Isabella Clifford and seconded by Kara North. Motion carried unanimously and the meeting was adjourned at 9:23 pm.

Jenny Rampey
Authorized Signature

3/7/23
Date/Approved