

**PEORIA TRIBE OF INDIANS OF OKLAHOMA
BUSINESS COMMITTEE MEETING
July 5, 2022**

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 Hank Downum and seconded by Isabella Clifford 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 June 7, 2022. Motion passed.

MONTHLY TRIBAL/PROGRAM REPORTS:

Financial Reports

Motion was made by Hank Downum and seconded by Isabella Clifford to approve the Financial Reports for May 2022 as presented. Motion passed.

Enterprise Reports

Patrick Browne, CEO of Buffalo Run Casino & Resort, introduced himself and started off his report by stating that the fireworks for the 4th of July show were amazing. He then stated he had 2 staff members present that would be giving presentations for the Enterprises. Following that statement, he then introduced Nate Dowling, Director of Surveillance, Security, and IT Operations for Buffalo Run Casino and Resort.

Mr. Dowling began his report by giving an overview of the May 2022 month-end results and current initiatives. The report included updates from several departments. The following are highlights of such updates:

IT/Security/Surveillance Updates

Woodland Academy: Surveillance cameras and card access systems were installed; Installed an entry security system (fingerprint system); Completed Active Shooter Training for all staff.

Kah-Ne: Installed an entry security system (fingerprint system); Completed Active Shooter Training for all staff.

Buffalo Run Casino: working on Wi-Fi project for truck drivers.

Buffalo Run Hotel: Replacing old phone system; Wi-Fi improvements for guests.

Enterprise Department Updates

Human Resources: An Employee Assistance Program (EAP), was added and is available to all employees and their family members, which provides confidential counseling services; new polo shirts were purchased for each team member.

Hotel Updates: New locking system was installed using RFID technology which allows the guest to hold the key card near the reader, rather than inserting it into a reader, to unlock the door; A new credit card reader was installed at the front desk, replacing the previous one that stopped working; a new ATM was installed in the Lobby; Hotel Director Katherine VanStavern was recognized for her help with getting everyone situated at the Hotel for both the Peoria and Miami Pow-wows.

Golf Course Updates: Seeing about 25 more rounds per day played compared to June of 2021; Sales for May and June were the 2nd and 3rd highest months in sales ever reached – coming in at over \$100,000 in sales per month.

Mr. Dowling ended his report by asking the Committee if there were any questions – hearing no questions, he then introduced Ms. Angela Gosney, Director of Finance, for Buffalo Run Casino & Resort.

Ms. Gosney began her report by giving a review of the Slot Financials for the Casino. The report included:

- **Casino Financials:** Coin-In for May was down 26% compared to last May. There was a decrease of 21% year-to-date. This is attributed to high inflation in the economy as well as the lack of stimulus money distributions. The Slot financials were similar with decreases in revenue.
- **Hotel Financials:** The Hotel saw an increase in revenue of 10% for May as well as an overall increase of 7% year-to-date. Room revenue at the Hotel also yielded the same increases. The Grab-n-Go had a slight increase in revenue of 1-2%.
- **Golf Financials:** Ms. Gosney reported that the Golf Course saw a large increase of 18% in May, which was the second highest amount in the history of PRGC. Golf rounds were up 5% for May but down 4% year-to-date.
- **2023 Casino Distribution:** An overall snapshot of the Casino's Distribution showed a decrease in May as well as a decrease in the YTD Distribution. Mr. Browne stated that the highest coin-in months are ahead and answered a question from the floor regarding reducing expenses. He further stated that in a competitive business, such as the Casino, it is imperative to continue improvements that will be helpful for the future. He further stated that the Casino spends an average of two million dollars a month in expenses.

ADMINISTRATIVE REPORT:

Chief Harper gave a recap of his written report, highlighting the following:

- The Grievance Committee met to elect a Chairman and Secretary and are now in compliance with the Constitution. This was the first meeting held by the Grievance Committee in over twenty years.
- Meeting bi-weekly with all Directors and meeting bi-weekly with Directors one-on-one
- Attended the 'Sovereignty Symposium' in OKC
- Held our first 'State of the Tribe' meeting with the all staff in attendance
- Interoffice staff Indian Taco Meal – Pre-Pow Wow Meeting
- Hired a new Comptroller – Bill Chase

- Annual Evaluations of all staff
- Reviewing Architect Proposals
- 25th Annual Pow Wow

Chief Harper ended his report by introducing Darin Abernathy, Director of Construction, for the Tribe. Mr. Abernathy began his report with a slideshow that included:

Where We Were, Last Quarter (Construction):

- The barrow pit at Buffalo Run was reclaimed back to a natural state this Spring.
- Finishing up loose ends at the Campus Project.
- Curbs were widened at the entrance of the Woodland Academy to accommodate delivery trucks.
- Installed stainless no-touch towel and soap dispensers in the kitchen at the ERC location.
- A temporary fence was installed on the East side of the Woodland Academy for the temporary playground.
- Installed a refrigerator and a commercial gas range at the Community Center.

Where We Are, This Quarter (Construction):

- The playground equipment and turf at the Woodland Academy location have been completed.
- Metal handrails are being installed.
- Beginning planning stages for restrooms at the cemetery and schoolhouse have begun.
- Working with Tracy Coach on planning the remodel of the Peoria Academy for the new Health and Human Services location.

Where We Are Going, Next Quarter (Construction):

- The focus will be the warehouse building located at 505 30th Ave., NW. The goal for this 45,000 sq ft building is to lease it out and generate funds for the Tribe.
- In the process of selecting a new architectural firm. The first task will be the Food Distribution Center at the Campus property.

Second Chief Rosanna Dobbs inquired if there was the ability for a live video feed for parents to log in and see their children at the childcare center. Mr. Abernathy stated that he is not aware of one at this time but that the request would come from the Early Childhood Development Director Jolynn Kaiser. Mr. Dowling stated that he would speak with Ms. Kaiser regarding this request.

Third Councilman Isabella Clifford inquired about the status of the Food Distribution Center and the next steps for it. Mr. Abernathy stated that an architect must be chosen first.

Mr. Abernathy ended his report by introducing Crystal Wyrick, Director of Commerce, for the Tribe. Ms. Wyrick began her report with a slideshow that included:

Where We Were, Last Quarter (Commerce):

- The Accounting Department is preparing for the Fiscal Year 2022 Audit.
- The Tag Program is seeing high traffic. This is now a four-person department & they are still figuring things out with the new process of multiple people in the department.
- Regarding Property Maintenance, the Summer crew is hard at work.
- Completing and closing out the ERC grant (IHBG – HUD Audit).
- Reassessing the Grant Department to come up with a new strategy in applying for grants. They are now slowing down on looking for every grant and instead spending more time researching and applying for fewer large grants.

Where We Are, This Quarter (Commerce):

- Purchased a Grant Management Program, called ‘Amplifund’.

- New Hire in Accounting, Bill Chase.
- ARPA projects.
- Identifying weaknesses and correcting procedures.
- Evaluating Tribal Program Procedures/Policies.
- Solar Demonstration and Recommendation.
- Food Distribution Center is the next project.
- EDA Grant – Workforce Development. The Tribe has partnered with Grand Gateway, which will hire students coming out of NEO or the Afton campus for their first hands-on job at Henley. Currently working through the wording of the agreement.
- The Tag Department will now start working on getting the tags updated with OLETS. This will be a priority for the new full-time Tag Agent.

Where We Are Going, Next Quarter (Commerce):

- One goal is to go paperless.
- Cross-training the staff/Clearly defining roles and responsibilities.
- Develop a consistent process for grants, from application to implementation.
- Start phase two of ARPA obligated by 12/24 expended by 12/26.
- Training for the Enrollment Department.

Third Councilman Clifford inquired about the Food Distribution Center. Ms. Wyrick stated that she didn't know any further information until an architect was chosen. Ms. Clifford then inquired about the Workforce Grant. Ms. Wyrick stated that it was a grant to help train work forces rather than college or other schooling. She then stated that this grant would work closely with the Henley Crew. Ms. Wyrick then introduced Charla EchoHawk, Director of Cultural Preservation.

Ms. EchoHawk began her report with a slideshow of the Tribe's 25th Annual Pow Wow and stated that there was an amazing turnout for the event. She then stated that \$50K was given out in prize money. The staff was invited and many helped throughout the whole weekend. She then stated that we had an amazing turnout. She then proceeded with her report which included:

Where We Were, Last Quarter (Cultural Preservation):

- Hired a web developer to help Wess with the Language Program. There have been 66 students sign up. The in-person classes will be held at the ERC in the Conference room. The first class is in August and the next class will be in October.

Where We Are, This Quarter (Cultural Preservation):

- Working on cemetery and schoolhouse improvements.
- Temporary markers have been placed on unmarked graves.

Where We Are Going, Next Quarter (Cultural Preservation):

- Preparing for the "Five Moons Dance Festival" that will be held September 9th – 11th in Oklahoma City. This year's Festival is in honor of Peoria Citizen Edna "Moscelyne" (Larkin) Jasinski. Friday night will consist of a Reception at the FAM; Saturday will be the Symposium; It will close out on Sunday with the main production, which will include the Tulsa Ballet and the NYC Ballet.
- Moving the Cultural Preservation department to the ERC building on Campus this week.
- Looking to hire an archivist.

Second Chief Dobbs inquired as to if the cemetery project information is being uploaded to a website that could be accessible to Peoria Citizens. Ms. EchoHawk stated that this would be a future goal for her department.

Chief Harper spoke about the 4th of July event that had just passed stating it was a huge success. He then thanked the staff for putting on a great show in conjunction with the City of Miami.

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 06/16/22 Tentatively to be Approved by the Business Committee on 07/05/22 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 Hank Downum. Motion passed.

Resolution R-07-05-22-A, “Approval for Changes to the Peoria Tribal Membership Roll”: Motion was made by Carolyn Ritchey and seconded by Kara North to approve Resolution R-07-05-22-A as presented. Motion passed.

Discussion/Planning ARPA Funding: Chief Harper read through the packet given to each Business Committee Member, “Peoria Tribe ARPA Bill Objectives and Usage”. Chief Harper then gave a prospective list of projects turned in by the BC and asked that they review these and give feedback. Chief Harper stated that this is only round one to start the discussion of how to proceed with the remaining ARPA funds and that he recommends sending a list of top projects to the legal team for advice on what is allowed. Ms. Wyrick spoke up and stated that they would like to move these funds for a better interest rate. The Business Committee agreed to send a list of projects to the legal team for approval. No action was taken.

Discussion/Approval of EMDP Solar Report: No action taken.

Discussion/Approval for Annual Employee wage change recommendations (held in Executive Session): No action taken.

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 Nick Hargrove recommended that part of the ARPA funds help fund ZOOM! meetings.

Citizen Korie Payton asked if ARPA funds could possibly be used through the Peer Recovery Support Specialist position to help our citizens outside of our current service area. Chief Harper will check into this when sending other requests for legal review.

EXECUTIVE SESSION:

Motion was made by Hank Downum and seconded by Rosanna Dobbs to move into Executive Session at 8:28 pm. Motion passed.

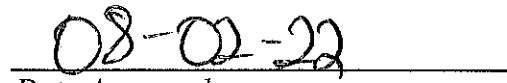
Motion was made Carolyn Ritchey and seconded by Kara North to come out of Executive Session at 9:55 pm. Motion passed.

ADJOURNMENT:

Motion to adjourn was made by Kara North and seconded by Carolyn Ritchey. Motion carried unanimously and the meeting was adjourned at 9:56 pm.



Authorized Signature



Date Approved