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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  
November 7, 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:**

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

**APPROVAL OF MINUTES:**

Motion was made by Rosanna Dobbs and seconded by Scott Myers to approve the Minutes of the Regular Meeting, held on October 3, 2023 with one minor correction. Motion passed.

**MONTHLY TRIBAL/PROGRAM REPORTS:**

**Financial Reports**

Carolyn Ritchey made a motion and was seconded by Rosanna Dobbs to approve the Financial Reports for September 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 September Highlights:

Congratulations to Buffalo Run Casino for celebrating its 19<sup>th</sup> anniversary on October 27, 2023!

***Slot Financials***

- **Slot Win** showed a *decrease* of 4.61% (\$105,824) from September 2023 to September 2024.

### ***Hotel Financials***

- 1.96% (37) *increase* in **Occupancy** from September 2023 to September 2024.
- -6.83% (\$11,482) *decrease* in **Room Revenue** from September 2023 to September 2024.
  - *Ms. Jewett stated the reason Room Revenue was down due to more rooms being comped in September.*

### ***Golf Financials***

- **Golf Revenue** showed an *increase* of 13.60% (\$14,890) from September 2023 to September 2024.

### ***Food and Beverage***

- **Bistro** comparing September FY2022 to FY2023 showed an *increase* of \$27,169.
- **Backwoods** showed an *increase* of \$5,752.
- **Coal Creek** showed an *increase* of \$9352.
- **Main Bar** showed a *decrease* of -\$18,377.
- **Backwoods Bar** showed a *decrease* of -\$922.
- **Total F&B Sales** showed an *increase* of \$23,406.

### ***2024 Casino Distribution***

- **Casino Distribution** showed a *decrease* of -31.03% (\$149,418) from September 2023 to September 2024, and an *increase* of .21% (\$5,632) YTD.

Ms. Jewett continued her report by sharing what changes have been taking place for Enterprise.

- Casino Gift Shop – was relocated to the Buffalo Run Hotel. Sales have been up since the move.
- Remodeling the warehouse to create a central location for all inventory. We will hire a clerk and a warehouse manager to oversee all functions.
- Closed eSports and converted it into a VIP Lounge, called “The Lounge”. Currently negotiating the selling of eSports signage, etc.... Casino VIPs are invited to attend a soft opening of The Lounge on December 1<sup>st</sup> and 2<sup>nd</sup>.
- New software components installed in the slot machines: M5, W-2G accrual and Random Riches. This means jackpots can be downloaded immediately.
- New entrance is being built for the Peoria Showplace.
- Holiday events for players through the New Year.
- Marketing Strategy includes continuing to look into cost-saving initiatives and hiring two key positions; Marketing Director and Finance Director.

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

*Citizen: “What are you going to do with the computers out of eSports?”*

*MJ: We will reallocate these throughout the building and use them to replace old computers.*

Chief Harper then introduced Crystal Wyrick, Director of Commerce for the Tribe.

Ms. Wyrick began her report, which included a presentation titled, “The Power of Financial Information (for informed decision-making)”:

- ***Why is Financial Information Important?***
  - Strategic Planning, Risk Management, Resource Allocation, and Performance Evaluation
- ***Comparability: A Key Ingredient for Success***
- ***Verifiability: Trust in the Numbers***
- ***Timeliness: Seizing Opportunities at the Right Moment***
- ***Understandability: Making Complexity Simple***

Ms. Wyrick thanked the Committee for having her and asked if there were any questions.

### **ADMINISTRATIVE REPORT:**

Chief Harper began his Administrative Report for the month of October. The report included the following highlights:

- NAFOA (Native American Finance Officers Association) Fall Conference.
- Meeting with District Attorney Doug Pewitt – RE: Reservation Ruling.
- Sworn in at the PHA Board Meeting.
- Holding Interviews for Early Childhood Positions.
- Attended the “Killers of the Flower Moon” early movie premiere, hosted by the Osage Nation.
- Presented at the Rotary Club of Grove.
- Attended the NAICJA (National American Indian Court Judges Association) Tribal Judicial & Court Personnel Conference in Tulsa.
- Lunch with Chairwoman Supernaw.
- Attended the Tribal Nation Appreciation Game at NEO.
- MAEDS Board Meeting.
- Trip to Illinois: Visited and met with John Morris, the CEO of the Peoria Riverfront Museum. Met with Natalie Finnie, the Director of the Illinois Department of Natural Resources, and spent time with Logan Pappenfort.

## UNFINISHED BUSINESS:

### NEW BUSINESS:

*Chief Harper stated that he would like to propose moving agenda items "C" and "D" to the top so that the auditors can travel back sooner rather than later. The Committee agreed.*

**Discussion/Approval FY23 Tribal Government Audit:** Ryan Harris, CPA with Rose Rock Accounting Firm introduced himself to the Committee and Citizens. It was noted that members of the Audit Committee: Kendra Robinson and Zachary Goforth were in attendance as well. Mr. Harris began his presentation by stating that all audits for FY 2023 for the Tribe were "clean". Mr. Harris stated that there were no difficulties with management during the audit and that professional courtesy remained. No material weakness or non-compliance issues. The Tribe qualified as a low-risk audit with no findings. After providing an overview of the audits, Mr. Harris thanked the staff of the Peoria Tribe for providing all needed documents in a timely manner. Following his report, Chief Harper requested comments from the Audit Committee. No questions or comments were made. Motion was made by Rosanna Dobbs and seconded by Scott Myers. Motion passed.

**Discussion/Approval FY23 Buffalo Run Audit:** Garrett Morelock, CPA with Rose Rock Accounting Firm introduced himself to the Committee and Citizens. Mr. Morelock completed the FY23 audit for Buffalo Run Casino. Mr. Morelock stated that there were no difficulties with management during the audit. There was one low-level finding with capital assets. This resulted in a controlled-efficiency report to be produced, due to the accounting module having limited access after the previous Director left. A recommendation was made to put a monthly closing process into place as well as controls in place. Overall, this was a clean audit and resulted in an unmodified opinion. After providing an overview of the audit, Mr. Morelock thanked the staff of Buffalo Run Casino for providing all the needed documents. Following his report, Chief Harper requested comments from the Audit Committee. No questions or comments were made. Motion was made by Kara North and seconded by Carolyn Ritchey. Motion passed.

**Resolution R-11-07-23-A, "Resolution Approving and Authorizing a Request for Six (6) Buffalo from the InterTribal Buffalo Council Surplus Buffalo FY2023 Program":** Motion was made by Rosanna Dobbs and seconded by Kara North to approve Resolution R-11-07-23-A as presented. Motion passed.

**Resolution R-11-07-23-B, "Resolution Authorizing the Establishment of Peoria Tribe of Indians of Oklahoma Tribal Historic Preservation Office":** Motion was made by Kara North and seconded by Carolyn Ritchey to approve Resolution R-11-07-23-B as presented. Motion passed.

**Discussion/Approval of Employee Wage Change Recommendations (done in Executive Session):** Motion was made by Scott Myers and seconded by Rosanna Dobbs to approve three (3) 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 Tonya Mathews:

Ms. Mathews asked the Business Committee, “What is the plan for employee retention for both the Government and the Casino? Positions in general.”

- Chief Harper asked the tribe’s comptroller Bill Chase what his thoughts were on the status of the tribe and his department. Mr. Chase said that his department was in ‘good standing’ and that there were no issues with employee retention.
- Mary Jewett spoke for the Casino. She stated that it is most important to fill positions with the right people and that it takes time to find them.
- Human Resources Director, Kim Krokoskia spoke about the employee surveys that were sent out and the feedback that was collected. There is not an issue with employee retention at the tribal headquarters.

Zack Goforth, Audit Committee:

Mr. Goforth addressed his question to Mary Jewett: “When the last accounting manager left, she was the only one who had access to the financials. Has this been corrected?”

- Ms. Jewett responded, “Yes, it has.”

Citizen Wess Farless:

Mr. Farless stated that “employee retention is the #1 thing that we must do and to make sure to hold those accountable if they do not follow the rules or handbook”. He also thanked the H.R. department for their hard work.

Citizen Charla EchoHawk:

Ms. EchoHawk reminded the citizens and Committee about the Veteran’s Day Powwow and Gourd Dance, everyone is invited! The Peoria Tribe is also soliciting veteran information from the citizens.

**EXECUTIVE SESSION:**

Motion was made by Scott Myers and seconded by Rosanna Dobbs to move into Executive Session at 7:03 p.m. Motion passed.

Motion was made by Rosanna Dobbs and seconded by Carolyn Ritchey to come out of Executive Session at 9:24 pm. Motion passed.

**ADJOURNMENT:**

Motion to adjourn was made by Rosanna Dobbs and seconded by Kara North. Motion carried unanimously and the meeting was adjourned at 9:25 pm.

  
Authorized Signature

  
Date Approved