



NATIONAL INDIAN EDUCATION ASSOCIATION

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Board Members/Other Attendees	Present	Absent Excused	Absent Unexcused
President, Patricia Whitefoot	X		
Vice-President, RONALDA TOME-WARITO	X		
Secretary, Dr. Jolene Bowman	X		
Treasurer, Dr. Sylvia Hussey		X	
Parliamentarian, Brett A. Locklear	X		
President-Elect, Yatibaey Evans		X	
Member, Angie Butler	X		
Member, Robert Cook	X		
Member, Dr. Teresa Makuakane-Drechsel	X		
Member, Ryan Wilson			X
Student Board Member, Samantha Eldridge	X		
Student Board Member, TaNeel Real Bird	X		
Staff/Guest Time Log In			
Executive Director, Ahniwake Rose	X		

NIEA Board Governing Documents (included on the agenda as a standing reminder):

1. NIEA Board Policies – Oath of Office, Code of Ethics, Conflict of Interest, Record Retention and Documentation Destruction Policy, Board Development Menu
2. NIEA Budget, Financial Status and Audit
3. NIEA Constitution & By-laws
4. NIEA Contracts/Agreements:
 - Accountant
 - Board – (12)
 - Executive Director
 - Legal Counsel (in progress)
 - MABU
5. NIEA Policies – Board, Fiscal, Investment, Personnel, Convention Planning Guide
6. NIEA Strategic Plan and Fund-raising Plan

**NATIONAL INDIAN EDUCATION ASSOCIATION
BOARD OF DIRECTORS MEETING**

*Tuesday, May 24, 2016
Via Conference Call*

1. Call Meeting to Order and Opening Prayer

President Patricia Whitefoot called the meeting to order at 3:02 p.m. EST and Ronalda Warito-Tome opened the meeting with a prayer and blessing.

2. Approval of Agenda

Action: Moved by Jolene Bowman to approve the agenda; seconded by Brett Locklear; no opposition, no abstention, motion carried.

3. Approval of Minutes – March 22, 2016 Board Meeting

Action: Moved by Teresa Makuakane-Drechsel to approve the meeting minutes of the April 26, 2016 meeting as posted; seconded by Ronalda Warito-Tome; no opposition, one abstention (Brett Locklear), motion carried.

4. Executive Director's Report

Executive Director's written report is on file with an oral update provided by Executive Director Ahniwake Rose. Updates also included July strategic planning and the need to know who is all planning to come, staff insurance, the new Legislative Director, Matt Defarranti will be starting Tuesday, MOU with JOM, and legislative.

5. Treasurer's Report and Approval

Brett Locklear reporting for Treasurer Sylvia Hussey. Updates included that the Reno gathering is not a NIEA BOD meeting, but rather a follow up on the strategic planning work. If action is, necessary it will be on the following regular scheduled NIEA Board meeting agenda.

A. Q1 – 4/30/2016 Financial Statements and Transactions > \$10,000

Action: Moved by Jolene Bowman, seconded by Brett Locklear to approve the financial statements for the four months ending 4/30/2016 as posted; no opposition, no abstentions, motion carried.

B. Contracts for Approval

No action needed

6. New Business – Committee Reports (Refer to posted Committee Reports)

A. Organizational Policy Committee

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Co-Chair Teresa Makuakane-Drechsel shared the current work of the Committee including review of updated and revised fiscal, Board and NIEA organization policies and procedures, getting help with policy writing/organization, transition documents, convention, and Ombudsman position.

Action: *Moved by Teresa Makuakane-Drechsel; seconded by Ronalda Warito-Tome to approve appointing an Ombudsman with nominations from the Board; Motion maker and second withdraws motion.*

The motion was withdrawn and referred back to the committee to create a description of what this position entails, timeline, supports provided so that the individual can be successful, forward nominations for the organizational committee, and what constitutes a conflict of interest.

B. Convention & Events (C & E) Committee and Convention Planning Committee (CPC)

Co-Chair Samantha Eldridge reported about the work of both the CPC and C & E committees including:

a) Volunteers are needed, pow-wow, Elder room, featured speakers, cultural events/activities, cultural night and budget, pow-wow draft flyer, keynote speakers, and member awards.

Action: *Moved by Samantha Eldridge; seconded by Teresa Makuakane-Drechsel to approve the Cultural night budget with the exception of an increase to the food line item of approximately \$23,000; all approved, no objections and no abstentions.*

Action: *Moved by Samantha Eldridge; seconded by Jolene Bowman to approve the six possible Key Note speakers: Denise Juneau, Billy Mills and Malia Villegas, Sarah Sunshine Manning, DJ Vanas, Melinda Gates, and Linda Darling-Hammond to be vetted by staff; all approved, no objections and no abstentions.*

Action: *Moved by Samantha Eldridge; seconded by Jolene Bowman to approve the following awardees by acclamation for their specific category: Tara Kauk-Teacher of the Year; Petra Wilson-Parent of the Year; David Archambault- Elder of the Year; all approved, no objections and no abstentions.*

Action: *Moved by Samantha Eldridge; seconded by Teresa Makuakane-Drechsel to approve Chuck Hoskin for Community Service Award; all approved, no objections and no abstentions.*

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Action: *Moved by Brett Locklear: seconded by Angie Butler to approve Heather Shotton be recognized for Educator of the Year Award; all approved, one objection (Robert Cook) and no abstentions.*

C. Project, Programs & Research Committee (PPRC)

Co-Chair Ronalda Warito-Tome noted that due to lack of time the report is in drop box.

Action: *Moved by Ronalda Warito-Tome; seconded by Jolene Bowman to move forward with the 48 Convention Research Proposal final scores for final approval with said conditions: PPRC will have a conversation to set the cut off score and discuss the gaps in scores; all approved, no objection and no abstentions.*

D. Legislative & Resolutions Committee – Co-Chair Samantha Eldridge noted that the committee did not meet this month; no Board action needed.

E. Fiscal Committee – Co-Chair Brett Locklear reported no additional items from the Fiscal Committee other than what was said in the Treasurer’s report section earlier.

Officers – Secretary Jolene Bowman conducted a vote by member for the Bill Demmert Cultural Freedom Award resulting with the majority in favor of the First Alaska Institute to receive recognition of this award. Tabled the Presidential Transition Planning agenda item until the June meeting.

Action: *Moved by Robert Cook: seconded by Angie Butler to approve Joyce Silverthorn for the Lifetime Achievement Award; all approved, no objection and no abstentions.*

F. New Business

No new business to address.

G. Old Business

Vice President Ronalda Warito-Tome noted no outstanding old business items.

7. Adjournment – 4:42 p.m. EST

Action: *Moved by Robert Cook: seconded by Samantha Eldridge to adjourn at 4:42 p.m. EST; all approved, no objections and no abstentions.*

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Appendix A – Standing Committee Assignments and Schedule

Committee	Eastern Standard Time (EST)
Board of Directors	4 th Tuesday, 3 pm
Projects, Programs & Research <ul style="list-style-type: none"> • Ronalda Warito-Tome, Co-Chair • Patsy Whitefoot, Co-Chair • Angie Butler • Sylvia Hussey 	2 nd Wednesday, 1 pm
Legislative & Resolutions <ul style="list-style-type: none"> • Yatibaey Evans, Co-Chair • Ryan Wilson, Co-Chair • Angie Butler • TaNeel Real Bird • Robert Cook 	3 rd Wednesday, 3 pm
Organizational Policy <ul style="list-style-type: none"> • Teresa Makuakane-Drechsel, Co-Chair • Joleen Bowman, Co-Chair • Brett Locklear • Samantha Eldridge 	1 st Thursday, 2 pm
Convention & Events <ul style="list-style-type: none"> • Yatibaey Evans, Co-Chair • Samantha Eldridge, Co-Chair • TaNeel Real Bird • Ryan Wilson • Brett Locklear • Robert Cook 	1 st Thursday, 3 pm
Fiscal (Audit and HR Sub-Committees) <ul style="list-style-type: none"> • Sylvia Hussey, Co-Chair • Brett Locklear, Co-Chair • Joleen Bowman • Yatibaey Evans 	3 rd Thursday, 2 pm

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Committee	Eastern Standard Time (EST)
<ul style="list-style-type: none"> • Teresa Makuakane-Drechsel • Patsy Whitefoot, President • Ronalda Warito-Tome, Vice President • Lucas Blanchard, External Audit Sub-Committee member 	
<p>Convention Planning Committee (CPC) – National Planning Committee</p> <ul style="list-style-type: none"> • Yatibaey Evans • Sylvia Hussey • Ronalda Warito-Tome • Ryan Wilson 	2 nd Thursday, 4 pm
<p>Officers</p> <ul style="list-style-type: none"> • Patsy Whitefoot, President • Yatibaey Evans, President-Elect • Ronalda Warito-Tome, Vice President • Joleen Bowman, Secretary • Sylvia Hussey, Treasurer • Brett Locklear, Parliamentarian 	4 th Monday, 2 pm

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**Appendix B – Standing Committee Assignments and Schedule
(DRAFT) BOARD OF DIRECTORS GOVERNING DOCUMENTS**

NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
1. NIEA Board Agreements (12)	Organizational Policy, Officers	Annual Board Elections
A. Board Orientation B. Board Development Menu C. Code of Ethics Policy D. Conflict of Interest Policy E. Document Retention and Destruction Policy F. Oath of Office		
2. NIEA Financials	Fiscal	
A. Monthly Financial Statements B. Annual Budget and 5-year Projections C. Annual Audit and Related Management Letters D. Annual Form 990 – [Informational] Return of an Organization Exempt from Taxes		A. Monthly B. Annually, no later than 9/30 C. Annually, no later than 5/15 D. Annually, no later than 5/15
3. NIEA Constitution and By-Laws	Organizational Policy	Amended October 28, 2011
4. NIEA Employment Contracts		
A. Executive Director	Officers	February 2, 2015
5. NIEA Grants & Contracts		
A. Gates Grant B. Others	Projects, Programs & Research	

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NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
6. NIEA Memorandums of Understanding		
A. National Indian Head Start Association	Projects, Programs & Research	October 17, 2015
7. NIEA Nonprofit Corporation (Domestic), MN		
A. Articles of Incorporation (Minnesota)	Officers	December 21, 2015, Renewal December 31, 2016
B. District of Columbia Foreign Corporation Certificate of Authority	Officers	Annually
8. NIEA Professional Services Agreements		
A. Accountant Consultant (O’Conner Year to Year Accounting Outsourced Contract)	Fiscal	December 19, 2014
B. Financial Auditor	Fiscal	Targeted completion of RFP is no later than September 2016
C. Legal 1) Education and Advocacy 2) General	1) Legislative & Resolutions 2) Fiscal	
D. Convention Consultant (MABU 5-Year Agreement)	Convention & Events	January 14, 2015
9. NIEA Policies:		
A. Board of Directors Policies and Procedures	Organizational Policy, Legislative & Resolutions	Revised October 2013

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NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
B. Convention Guide	Convention & Events	Updated October 28, 2013
C. Fiscal and Accounting Policies and Procedures	Fiscal	Revised 2/15/14
D. Personnel Policies and Procedures	Fiscal - Human Resources	Revised 1/2014
10. NIEA Strategic Plan 2014 – 2019	Organizational Policy	February 3, 2014

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