



NATIONAL INDIAN EDUCATION ASSOCIATION

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Board Members/Other Attendees	Present	Absent Excused	Absent Unexcused
President, Patricia Whitefoot	X		
President-Elect, Yatibaey Evans	X		
Vice-President, RONALDA Warito-Tome	X		
Treasurer, Dr. Sylvia Hussey	X		
Secretary, Dr. Jolene Bowman		X	
Parliamentarian, Brett A. Locklear		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
Executive Director, Ahniwake Rose		X	
Guest Time Log In		Time In	Time Out
Office Manager, Eugenia	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
 - 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, March 22, 2016

Via Conference Call

1. Call Meeting to Order and Opening Prayer

President Patsy Whitefoot called the meeting to order at 3:06 p.m. EST and Ronalda Warito-Tome opened the meeting with a prayer and blessing.

2. Approval of Agenda

Action: Moved by Yatibaey Evans to approve the agenda; seconded by Samantha Eldridge; no opposition, no abstention, motion carried.

3. Approval of Minutes

A. February 21, 2016 – Board Meeting

Action: Moved by Teresa Makuakane-Drechsel to approve the meeting minutes of the February 21, 2016 meeting as posted; seconded by Yatibaey Evans; no opposition, one abstention (Samantha Eldridge), motion carried.

B. February 23, 2016 – Board Meeting

Action: Moved by Teresa Makuakane-Drechsel to approve the meeting minutes of the February 23, 2016 meeting as posted; seconded by Ronalda Warito-Tome; no opposition, one abstention (Samantha Eldridge), motion carried.

4. Executive Director's Report

Board members are to forward any questions regarding the Executive Director's report to Executive Director Ahniwake Rose.

5. Treasurer's Report and Approval

A. 2015 Audit Report and Related Management Letters

Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the 2015 DRAFT audit report and related management letters, noting management's actions to address the items raised in the other areas of concern letter; no opposition, no abstentions, motion carried.

B. 2015 Form 990 – Return of Organization Exempt from Income Taxes

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Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the 2015 DRAFT Form 990 – Return of Organization Exempt from Income Taxes; no opposition, no abstentions, motion carried.

C. YTD February 2016 Financial Statements and Invoice > \$10,000

Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the 2016 February financial statements for the two months ended 2/29/2016, including the new Gates Grant report; no opposition, no abstentions, motion carried.

Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the \$12,553 invoice for Gelman, Rosenberg, Freedman invoice for the 2015 audit; no opposition, no abstentions, motion carried.

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

A. Organizational Policy Committee – Co-Chair Teresa Makuakane-Drechsel share that there were no action for the Board and Board members should note the committee’s report as posted. Fiscal Committee passed the updated fiscal policies and procedures to the Organizational Policy Committee to complete next steps. Personnel policies, updated for alignment, were also passed from Fiscal to Organizational Policy Committee. The new resolutions process is to be implemented in 2017. The Board election process is to be posted on the NIEA website by 4/1 and work is in process for the pre-convention orientation ppt. Currently, Board members Brett Locklear, Jolene Bowman and Samantha Eldridge are slated to conduct the orientation. Considerations being made for a website and social media policy for staff and Board members and a new format for tracking Board member meeting attendance has been drafted.

B. Convention & Events (C & E) Committee and Convention Planning Committee (CPC) – Co-Chair Yatibaey Evans provided updates regarding the on line curriculum repository submissions, deadline for research submissions, powwow budget, and speakers, noting one speaker already secured. Board members are encouraged to forward suggestions or ideas for speakers to CPC sub-committee contact Ferdina (refer to report for contact information). Based on the NIEA Convention geographic rotation map approved by the Board in the February meeting, the 2020 sites for membership voting in 2016 will be: 1) Albuquerque, New Mexico; 2) Phoenix, Arizona; or 3) Salt Lake City, Utah.

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Action: Moved by Yatibaey Evans, seconded by Samantha Eldridge to determine the method of outgoing Board recognition at the awards luncheon; Board members voice voted as follows:

- Video: Ronalda Warito-Tome, Sylvia Hussey, Yatibaey Evans, Samantha Eldridge, Teresa Makuakane-Drechsel*
- A few words by the outgoing Board member: Robert Cook and Ryan Wilson*

and videos will be used at the awards luncheon (vs. general session) to recognize outgoing Board members.

The C & E also approved the implementation of the mobile app for use instead of a hard copy program (reduced printing costs); with hard copy programs available for purchase for an additional \$10. Board members were reminded to submit award nominations for the William Demmert award.

C. Project, Programs & Research Committee (PPRC) – Co-Chair Ronalda Warito-Tome noted the committee reviewed the research forum rubric changes, research forum deadline and announced the final world café locations as follows:

Pacific Region

- *Anchorage, Alaska: Yatibaey*
- *Hawaii: Teresa and Sylvia*

Southwest Region

- *Reno, Nevada: Diana*
- *Albuquerque, New Mexico*

Northwest Region

- *Seattle, Washington*
- *Portland, Oregon (COMPLETED)*

Southern Plains Region

- *Tulsa, Oklahoma: Ahniwake*

Great Plains Region

- *Bismarck, North Dakota*
- *Montana*

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USET Region

- *Syracuse, New York*
- *North Carolina*

MAST Region

- *Wisconsin: Ahniwake*
- *Minneapolis, Minnesota*

Action: Moved by Ronalda Warito-Tome, seconded by Yatibaey Evans to approve the world café site locations noted above; no opposition, no abstentions, motion carried.

Membership proposal is currently under fiscal review.

Action: Moved by Ronalda Warito-Tome, seconded by Teresa Makuakane-Drechsel to approve moving forward with the Focus Forums at convention for the existing, recurring MOUS; no opposition, no abstentions, motion carried.

D. Legislative & Resolutions Committee – Co-Chair Yatibaey Evans provided updates from the

Debrief of Hill Day, including the memorable announcement made by Chairman Klein at the opening of the event. Discussion included current special education/IDEA reauthorization and loan forgiveness opportunities via TFA. Ryan Wilson raised the concern and need to increase the appropriation ask for ESSA by \$3MM to address native language programmatic needs and volunteered to draft the needed language.

Action: Moved by Yatibaey Evans, seconded by Ronalda Warito-Tome to recommend the addition of \$3MM to the ESSA appropriation ask to address native language programmatic needs; no opposition, no abstentions, motion carried.

E. Fiscal Committee – Co-Chair Sylvia Hussey reported the following recommendations from the Fiscal Committee/HR-SubCommittee:

a) Mobile App – CrowdCompass for 2016 Convention

Action: Moved by Sylvia Hussey, seconded by Teresa Makuakane-Drechsel to approve the contract with CrowdCompass for the two year period (\$7,500/year), total of \$15,000) with the option to extend four year contract for a reduced annual rate; no opposition, no abstentions, motion carried.

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b) Updated Executive Director Performance Evaluation Process

Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the updated Executive Director performance evaluation process, timeline and activities as posted; no opposition, no abstentions, motion carried.

c) NIEA Organization Chart

Action: Moved by Sylvia Hussey, seconded by Yatibaey Evans to approve the updated organization chart and the related recruitment, hiring, promotion and compensation activities:

- A. Promotion of Program Manager to Program Director and related salary increase and expanded responsibilities;
- B. Commence recruitment and hire process for Legislative Director;
- C. Commence creation of position, recruitment and hire for NIEA Fellow within the existing constructs in DC;

No opposition, one abstention (Ryan Wilson), motion carried.

d) Compensation (Executive Session) – NIEA staff on call excused for the Executive Session.

Entered Executive Session: 3:58 p.m. EST

Exited Executive Session: 4:01 p.m. EST

Action: Moved by Sylvia Hussey, seconded by Teresa Makuakane-Drechsel to approve the Fiscal/HR-Sub-Committee 2015 compensation recommendations for the Executive Director and staff; no opposition, one abstention (Ryan Wilson), motion carried.

F. Officers – President Patsy Whitefoot described the work towards continuing to aligning documents including various MOUS and other updated governance documents, such as legal counsel and expertise; no Board action needed.

G. New Business

No new business to address.

H. Old Business

President Patsy Whitefoot noted no outstanding old business items.

7. Adjournment – 4:04 p.m. EST

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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 • Teresa Makuakane-Drechsel • Patsy Whitefoot, President 	3 rd Thursday, 2 pm

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Committee	Eastern Standard Time (EST)
<ul style="list-style-type: none"> • Ronalda Warito-Tome, Vice President • Lucas Blanchard, External Audit Sub-Committee member 	
Convention Planning Committee (CPC) – National Planning Committee <ul style="list-style-type: none"> • Yatibaey Evans • Sylvia Hussey • Ronalda Warito-Tome • Ryan Wilson 	2 nd Thursday, 4 pm
Officers <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	
6. NIEA Memorandums of Understanding		
A. National Indian Head Start Association	Projects, Programs & Research	October 17, 2015
7. NIEA Nonprofit Corporation (Domestic), MN		

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NIEA DOCUMENTS	RESPONSIBLE COMMITTEE	APPROVAL DATE
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
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