



# NATIONAL INDIAN EDUCATION ASSOCIATION

1514 P St. NW Suite B, Washington, DC 20005

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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
<b>Staff/Guest Time Log In</b>			
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, July 26, 2016  
Via Conference Call*

**1. Call Meeting to Order and Opening Prayer**

Vice-President Ronalda Tome-Warito called the meeting to order at 3:02 p.m.

**2. Approval of Agenda**

*Action: Moved by Brett Locklear to approve the agenda; seconded by Sylvia Hussey; no opposition, no abstention, motion carried.*

**3. Approval of Minutes – June 28, 2016 Board Meeting**

*Action: Moved by Teresa Makuakane-Drechsel to approve the meeting minutes of the June 28, 2016 meeting as posted; seconded by Sylvia Hussey; no opposition, no abstention, motion carried.*

**4. Executive Director's Report**

Executive Director's written report is on file in drop box. The Executive Director, Ahniwake Rose provided an oral update. Updates covered; strategic plan, operational management, partnership development, and additional activities (GATES, convention, legislative, and fundraising).

*Action: Moved by Sylvia Hussey to approve the Strategic Plan as presented in drop box that we worked on in Reno; second by Brett Locklear; no opposition, no abstention, motion carried.*

*Action: Moved by Sylvia Hussey to approve the Business Model as presented in drop box that we worked on in Reno; second by Yatibaey Evans; no opposition, no abstention, motion carried.*

**5. Treasurer's Report and Approval**

*Action: Moved by Sylvia Hussey to approval to the Board of the financial statements for the six months ended 6/30/2016; seconded by Teresa Makuakane-Drechsel; no opposition, no abstention, and no objectives, motion carried.*

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

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***Action:** Moved by Sylvia Hussey to approve the May and June 2016 transactions over \$10,000 as listed; seconded by Brett Locklear; no opposition, no abstention, and no objectives, motion carried.*

**B. Contracts for Approval**

***Action:** Moved by Sylvia Hussey to approve the Hobbs, Straus, Dean and Walker Contract for 2016 with a contract estimate contract of \$30,000 for the 2016 year; seconded by Brett Locklear; no opposition, no abstention, and no objectives, motion carried.*

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

**A. Organizational Policy Committee**

Co-Chair Teresa Makuakane-Drechsel noted that the report is in drop box and shared highlights pertaining to the Ombudsman position, changes to the constitution and bylaws, and policy alignment and revisions. She also added that the board candidate orientation walk through will be done at the next meeting and the preconvention webinar date options are scheduled for Tuesday August 9<sup>th</sup> from 5 to 6 p.m. EST or Friday, August 12<sup>th</sup> from 4 to 5 p.m. EST.; no action Board action recommended.

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

Co-Chair Yatibaey Evans reported about the work of both the CPC and C & E committees including; volunteers, publicity & promotions, hospitality, featured speakers, work on the cultural events & activities budget, and the cancelation of the C&E meeting; no Board action recommended

**C. Project, Programs & Research Committee (PPRC)**

Co-Chair RONALDA WARITO-TOME reported that PPRC was unable to meet this month; no Board action recommended.

**D. Legislative & Resolutions Committee** – Co-Chair Yatibaey Evans reported on the presidential transition plan, next meeting, and the appropriations and regulation updates. The appropriations update included the Senate Education and House Interior draft numbers for FY 2017. The Regulations update included Socioeconomic, accountability, and the National Coalition of Native American Language, Schools, and Programs. No Board action recommended.

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**E. Fiscal Committee** – Co-Chair Sylvia Hussey reported one additional items from the HR Sub Committee.

*Action: Moved by Sylvia Hussey to approve staffing changes for NIEA that include a new Education Specialist and NIEA Fellow; seconded by Angie Butler; no opposition, no abstention, and no objectives, motion carried.*

**F. Officers** – President Patricia Whitefoot asked everyone to send in their comments to Ahniwake and herself for the Presidential transition plan as soon as possible.

**G. New Business**

No new business to address.

**H. Old Business**

No outstanding old business items.

Vice-President Ronalda Tome-Warito asked Sylvia Hussey to close the meeting with a prayer and blessing.

**7. Adjournment – 3:42 p.m. EST**

*Action: Moved by Sylvia Hussey to approve all committee reports as presented at 4:23 p.m. EST through an electronic vote; seconded by Jolene Bowman; no opposition, no abstention, and no objectives, motion carried.*

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**Appendix A – Standing Committee Assignments and Schedule**

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

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<b>Committee</b>	<b>Eastern Standard Time (EST)</b>
<ul style="list-style-type: none"> <li>• Patsy Whitefoot, President</li> <li>• RONALDA WARITO-TOME, Vice President</li> <li>• Lucas Blanchard, External Audit Sub-Committee member</li> </ul>	
<p>Convention Planning Committee (CPC) – National Planning Committee</p> <ul style="list-style-type: none"> <li>• Yatibaey Evans</li> <li>• Sylvia Hussey</li> <li>• RONALDA WARITO-TOME</li> <li>• Ryan Wilson</li> </ul>	2 <sup>nd</sup> Thursday, 4 pm
<p>Officers</p> <ul style="list-style-type: none"> <li>• Patsy Whitefoot, President</li> <li>• Yatibaey Evans, President-Elect</li> <li>• RONALDA WARITO-TOME, Vice President</li> <li>• Joleen Bowman, Secretary</li> <li>• Sylvia Hussey, Treasurer</li> <li>• Brett Locklear, Parliamentarian</li> </ul>	4 <sup>th</sup> 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
<b>1. NIEA Board Agreements (12)</b>	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		
<b>2. NIEA Financials</b>	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
<b>3. NIEA Constitution and By-Laws</b>	Organizational Policy	Amended October 28, 2011
<b>4. NIEA Employment Contracts</b>		
A. Executive Director	Officers	February 2, 2015
<b>5. NIEA Grants &amp; Contracts</b>		
A. Gates Grant B. Others	Projects, Programs & Research	

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<b>NIEA DOCUMENTS</b>	<b>RESPONSIBLE COMMITTEE</b>	<b>APPROVAL DATE</b>
<b>6. NIEA Memorandums of Understanding</b>		
A. National Indian Head Start Association	Projects, Programs & Research	October 17, 2015
<b>7. NIEA Nonprofit Corporation (Domestic), MN</b>		
A. Articles of Incorporation (Minnesota)	Officers	December 21, 2015, Renewal December 31, 2016
B. District of Columbia Foreign Corporation Certificate of Authority	Officers	Annually
<b>8. NIEA Professional Services Agreements</b>		
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
<b>9. NIEA Policies:</b>		
A. Board of Directors Policies and Procedures	Organizational Policy, Legislative & Resolutions	Revised October 2013



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<b>NIEA DOCUMENTS</b>	<b>RESPONSIBLE COMMITTEE</b>	<b>APPROVAL DATE</b>
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
<b>10. NIEA Strategic Plan 2014 – 2019</b>	Organizational Policy	February 3, 2014