



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
		Entire Meeting	

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, January 26, 2016

1. Call Meeting to Order and Opening Prayer

President Patsy Whitefoot called the meeting to order at 3:02 p.m. EST and Ronalda Tome-Warito offered the opening prayer.

2. Approval of Agenda

Action: Moved by Jolene Bowman to approve the agenda; seconded by Ronalda Tome-Warito; no opposition, one abstention (Yatibaey Evans), motion carried.

3. Approval of Minutes

A. December 22, 2015 – Board Meeting

Action: Moved by Sylvia Hussey to approve the meeting notes of December 22, 2015 as posted; seconded by Teresa Makuakane-Drechsel; no opposition, two abstentions (Brett Locklear and Samantha Eldridge), motion carried.

4. Executive Director's Report

A. Strategic Plan Facilitation

The Focus of the Executive Director's report will be on items B. and C. below because information pertaining to the Strategic Plan is covered in the NIEA monthly Progressive Report which reflects what staff is currently working on in regards to the Strategic Plan employing the green, red, yellow stop light identifier to show where things are at.

B. Operational Management

Updates provided re: bill, legislation, and appropriation.

C. Partnership Development

Updates provided re: grant applications and other projects.

5. Treasurer's Report and Approval

A. 2015 Convention Report (2nd Draft) – Treasurer Sylvia Hussey deferred report until February 2016 when the accountants can provide year end allocation and accrual information as we are preparing for an audit.

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B. December 2015 Financial Statements – Treasurer Sylvia Hussey deferred statement until February 2016 when the accountants can provide year end allocation and accrual information as we are preparing for an audit.

C. Financial Transactions > \$10,000 – See actions below.

*Action: Moved by Sylvia Hussey **MABU Contract**. Fiscal Committee recommends approval of the MABU contract as posted for the 2016 Convention in Reno in the amount of \$63,152.60; seconded by Yatibaey Evans; discussion held, no opposition, one abstention (Ryan Wilson), motion carried.*

*Action: Moved by Sylvia Hussey **EDUTAS Contract**. Fiscal Committee recommends retro-active approval of the EDUTAS contract for on-line curriculum repository work in the amount of \$50,000; seconded by Brett Locklear; no opposition, no abstentions, motion carried.*

*Action: Moved by Sylvia Hussey **EDUTAS Invoice**. Fiscal Committee recommends approval of the EDUTAS invoice for the completed on-line curriculum repository work in the amount of \$50,000; seconded by Ronalda Tome-Warito; no opposition, no abstentions, motion carried.*

*Action: Moved by Sylvia Hussey **Strategic Board Work Consultant Agreement**. Fiscal Committee recommends approval of payment to the Contractor work for the months of January and February 2016 at the stated rate of \$200/hour (e.g., 50 consultant hours x \$200/hour = \$10,000; seconded by Ronalda Tome-Warito; discussion held, no opposition, no abstentions, motion carried.*

*Action: Moved by Sylvia Hussey **2015 Audit**. Fiscal Committee recommends approval of audit engagement for the 2015 audit in an amount that does not exceed the prior year's fee; seconded by Brett Locklear; discussion held, no opposition, no abstentions, motion carried.*

- 2013 - \$26,637.05 (for 2012 audit)
- 2014 - \$17,734.55 (for 2013 audit)
- 2015 - \$18,198.55 (for 2014 audit)
- 2016 – TBD (for 2015 audit)

D. Human Resources Update – Sylvia Hussey provided an update from the HR-Subcommittee meeting regarding the discussion and recommended actions.

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***Action:** Moved by Sylvia Hussey to go into executive session at 3:39pm EST; seconded by Samantha Eldridge; no opposition, no abstentions, motion carried.*

***Action:** Moved by Sylvia Hussey motion to move out of executive Session at 4:07pm EST; seconded by Brett Locklear; no opposition, no abstentions, motion carried.*

In executive session the Board discussed a personnel issue and approved recommendation for personnel action.

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

- A. **Organizational Policy Committee** – Co-Chair Teresa Makuakane-Drechsel noted that due to lack of time the report is in drop box; no Board action needed.

Convention & Events (C & E) Committee and Convention Planning Committee (CPC) – Co-Chair Yatibaey Evans provided an overview of the C & E committee’s continuing work thus far, including the NIEA Convention theme for next year and geographic (regional) rotation of the convention.

***Action:** Moved by Yatibaey Evans to approve the NIEA Convention theme for next year provided by C & E “Building Education Nations through Engaged Families, Educators, and Leaders”; seconded by Samantha Eldridge; no opposition, no abstentions, motion carried.*

- B. **Project, Programs & Research Committee (PPRC)** – Co-Chair Ronalda Warito-Tome reported on the third meeting of the committee, including continuing business updates; no Board action needed.
- C. **Legislative & Resolutions Committee** – Co-Chair Yatibaey provided updates from the third committee meeting, full report is in drop box; no Board action needed.
- D. **Fiscal Committee** – Co-Chair Sylvia Hussey provided an FYI note that the Board members have the option to accept or not accept the per diem check in February. Not accepting the per diem check can count towards a Board members \$1,000 donation contribution. No Board action needed.
- E. **Officers** – President Patsy Whitefoot described the third meeting held the day before (Monday) which included org policies, governing documents, February agenda, and electronic approval for travel; no Board action needed.

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BOARD OF DIRECTORS MEETING**

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F. Old Business

President Patsy Whitefoot provided an overview of the February Board meeting and agenda.

7. Adjournment

Meeting adjourned at 4:28 p.m. EST.

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

Tuesday, January 26, 2016

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 • Ronalda Warito-Tome, Vice President 	3 rd Thursday, 2 pm

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BOARD OF DIRECTORS MEETING**

Tuesday, January 26, 2016

Committee	Eastern Standard Time (EST)
<ul style="list-style-type: none">• 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		

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

Tuesday, January 26, 2016

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