

01/21/2012

MINUTES
Special Meeting
SUMMIT LAKE PAIUTE COUNCIL
Saturday, August 13, 2011
Summit Lake Primary Administrative Office

CALL TO ORDER. At 9:00 a.m., the Council Meeting was called to order by Council Vice-Chairman Ernie Barlese.

ROLL CALL. Council Secretary/Treasurer Jerri Lynn Barlese called roll. Present: Ernie Barlese, Jerri Lynn Barlese, Jerry Barr, and Randi DeSoto. Absent: Warner Barlese. Vice-Chairman Ernie Barlese declared a quorum was present and Council could conduct business.

STAFF PRESENT: Frances Winn, Finance Director

REPORTS - COUNCIL MEMBERS

Vice Chairman Barlese, Secretary/Treasurer Barlese, Council Member Barr, and Council Member DeSoto had nothing to report.

REPORTS - FINANCE REPORT

Frances Winn discussed the K-12 Student Services program. She stated the original flyer was mailed to Tribal Members in July which included the approved K-12 Student Services application form and approved School Enrollment Verification letter. A reminder flyer was mailed on August 8, 2011 and also included the application form and School Enrollment Verification letter. Ms. Winn provided drafts of letters for Council review and approval. These included a letter from SLPT acknowledging SLPT had received the member's application, a letter from SLPT advising member's services are approved, and a letter from SLPT advising member's services had been denied.

Ms. Winn discussed the K-12 financial guidelines as presented to the Bureau of Indian Affairs (BIA) requesting the K-12 Student Services program be incorporated into the Consolidated Tribal Government Program contract as follows.

- Total budget amount of \$10,000.00.
- The effective date of the program is 7/1/2011 through 12/31/2012.
- **No cash payments would go to the family or student.**
- **No checks will be made payable to the family or student.**
- All payments will be made payable to vendors and schools only.
- No maximum dollar amount will be applied per student.
- No maximum dollar amount on items listed on the K-12 flyer.
- No cap on quantity or cost of any one item.
- The program is not vendor-specific.

Council Member Barr will work with Finance Clerk Tiffany Pack-Baleme to process purchase orders. He will also purchase basic school supplies from Wal-Mart. SLPT will then mail/ship packages to the students.

Applications for the K-12 Student Services Program will be processed as follows:

- When an application is received, Barbara Nelson, Administrative Coordinator/Finance Assistant will date stamp and update the mail log showing the application was received.
- Ms. Nelson will process the "Letter Acknowledging Receipt of Application" for Council Member Barr's signature.
- Ms. Nelson will forward the application to Ms. Pack-Baleme.

MINUTES
Special Meeting
SUMMIT LAKE PAIUTE COUNCIL
Saturday, August 13, 2011
Summit Lake Primary Administrative Office

- Ms. Pack-Baleme will assign a control number to the application.
- Ms. Pack-Baleme notifies Council Member Barr of the application and forwards it to him.
- If the application is approved, the "Notification Approval Letter" will be generated for Council Member Barr to sign.
- If the application is denied, the "Notification of Services Denied Letter" will be generated for Council Member Barr to sign.
- If approved, Council Member Barr will request Ms. Pack-Baleme process a purchase order to the appropriate vendor.
- Ms. Pack-Baleme will be the contact person to work with Council Member Barr on the financial application process.

Ms. Winn next discussed the Higher Education budget and an email from a Tribal Member regarding her requests to receive Higher Education funding. She had been in contact with the former Acting Chief Administrative Employee since April 2011 and fully expected to receive funds. She was then notified by that former employee that she had missed the deadline. She then came into contact with Chairman Barlese who advised her on July 22, 2011 to file an appeal. Her appeal was sent to the Higher Education Committee and Chairman Barlese on August 4, 2011.

UNFINISHED BUSINESS

Ms. Winn provided Council with an instruction manual prepared by Ms. Nelson regarding the Summit Lake website, www.summitlaketribe.org, maintained by GoDaddy.com. The manual provides instruction regarding posting documents to the website, and editing pages of the website. Council Member Randi DeSoto will be the Council liaison involved with work on the website.

NEW BUSINESS

Council discussed upcoming water quality testing at One Mile Spring. Council Member Barr was asked to contact Mr. William Cowan, Natural Resources Department Director to establish a date for the testing. Chairman Barlese sent an email to Ms. Nelson on August 11, 2011 asking for her to email the rest of the Council and advise that water quality testing at One Mile Spring may take place on either Monday, August 22, 2011 or Tuesday, August 23, 2011.

Ms. Winn asked Council to review and think about mailing quarterly newsletters to Tribal Members.

APPROVAL OF MINUTES

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to approve the Minutes of the November 13, 2010 Special Meeting and waive reading of the Minutes. Motion seconded by Council Member Jerry Barr. Vote called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to approve the Minutes of the December 11, 2010 Special Meeting and waive reading of the Minutes. Motion seconded by Council Member Jerry Barr. Vote called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to approve the Minutes of the December 12, 2010 Special Meeting and waive reading of the Minutes. Motion seconded by Council Member Jerry Barr. Vote called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

MINUTES
Special Meeting
SUMMIT LAKE PAIUTE COUNCIL
Saturday, August 13, 2011
Summit Lake Primary Administrative Office

called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to approve the Minutes of the December 18, 2010 Special Meeting and waive reading of the Minutes. Motion seconded by Council Member Jerry Barr. Vote called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to approve the Minutes of the January 15, 2011 Special Meeting and waive reading of the Minutes. Motion seconded by Council Member Jerry Barr. Vote called. Vote: 3 For, 0 Against, 0 Abstaining. Vice-Chairman Ernie Barlese refrained from voting and declared the motion enacted.

APPROVAL OF AGENDA FOR NEXT MEETING

Council agreed to table creation of an agenda for the next Council meeting.

ADJOURNMENT

MOTION: Council Secretary/Treasurer Jerri Lynn Barlese introduced a motion to adjourn. Council Member Jerry seconded the motion. Vote called. Vote: 3 For, 0 Against, and 0 Abstaining. Council Vice-Chairman Ernie Barlese refrained from voting and declared the motion had passed. The meeting adjourned at 12:30 p.m.

CERTIFICATION

I, Jerri Lynn Barlese, Secretary/Treasurer of the Summit Lake Paiute Council, hereby state and affirm that the above Minutes of the August 13, 2011 Special Meeting of the Summit Lake Paiute Council were approved by the Council during a duly called meeting of the Council on May 19, 2012, by a vote of 4 For, 0 Against, and 0 Abstaining. Council Chairman Warner Barlese refrained from voting.

May 19, 2012
Date


Jerri Lynn Barlese, Secretary/Treasurer
Summit Lake Paiute Council