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ORDINANCE OF THE GOVERNING BODY
OF THE
SAUK-SUIATTLE INDIAN TRIBE

ORDINANCE NO. 1/2/06⁷: General Committee and Ad-Hoc Board Ordinance

THEREFORE BE IT ENACTED BY THE TRIBAL COUNCIL OF THE SAUK-SUIATTLE INDIAN TRIBE, AS FOLLOWS:

WHEREAS, The Sauk-Suiattle Tribal Council is the duly constituted governing body of the Sauk-Suiattle Indian Tribe, by authority of the Constitution and Bylaws, approved by the Secretary of the Interior on September 17, 1975 and in accordance with the Indian Reorganization Act of June 18, 1934 (48 Stat.984); and

WHEREAS, the Sauk-Suiattle Indian Tribal Council is the duly elected governing body of the Sauk-Suiattle Indian Tribe; and

WHEREAS, in accordance with the Tribal Constitution and Bylaws of the Sauk-Suiattle Indian Tribe, it shall be the duty of Tribal Council to protect and preserve the people of the Sauk-Suiattle Indian Tribe as provided in Article II, Section 1(a) including the promulgation of laws and ordinances pursuant to Article VII, Section 1(P); and

WHEREAS, in order to maintain and provide the peace, health and general welfare of he Sauk-Suiattle members, the Tribal Council is committed to the responsible and prudent use of any and all tribal funds; now

THEREFORE, BE IT ENACTED THAT, the Sauk-Suiattle Tribal Council hereby asserts it's right as a sovereign power, determine how tribal, federal, state and other funds of the Tribe shall be expended in accordance with applicable grants and contracts; now

BE IT FURTHER ENACTED THAT, this Ordinance is to set forth uniform procedures to be followed by the Tribal Council and Administration in carrying out the provisions of the Tribal Constitution related to Committee's and Boards for use by the Tribe; now

BE IT FINALLY ENACTED THAT, the General Committee and Ad-Hoc Board Ordinance shall be approved in accordance with the following procedures

General Committee and Ad-Hoc Board Ordinance

**GENERAL COMMITTEE
AND EVENT BOARD ORDINANCE**

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10.0 AUTHORITY AND PURPOSE:

The purpose of this ordinance is to form a more efficient and cohesive government through the establishment of committees and Ad- Hoc boards by the Tribal Council. Each committee is to advise and make recommendations regarding each specific committee purpose. The committee will provide a unified voice as an advisory arm of the Tribe. All committees and Ad- Hoc boards will be regulated by this Ordinance and the relevant provisions of other Tribal ordinances and polices, except that where a committee or a board is established by a specific ordinance, the specific provisions of that ordinance will govern where those provisions differ from this Ordinance.

10.1 GENERAL POLICY:

(1) Committees.

Committees are established to assist the Tribal Council in carrying out its responsibilities, to provide quality services to the Tribal membership and to develop, maintain, and protect the assets and interests of the Tribe. Each committee is to:

- (A) Act in an advisory capacity to the Tribal Council in recommending policies and procedures, identifying needs, and developing priorities of the Tribe;
- (B) Report to the Tribal Council on problems, activities and other relevant information;
- (C) Undertake any other duties and responsibilities as developed and approved by the Tribal Council.

10.2 DEFINITIONS:

- (1) **“Tribal Council”** means the Tribal Council of the Sauk-Suiattle Indian Tribe.
- (2) **“Tribe”** means the Sauk-Suiattle Indian Tribe a federally recognized Indian tribe of Darrington, Washington.
- (3) **“Committee”** means a committee created to fulfill ongoing functions on behalf of the Tribal Council on a more or less ongoing basis.

- (4) **“Ad-hoc committee”** means a committee created to fulfill a specific short-term function on behalf of the Tribal Council, and which shall be dissolved upon completion of that function.
- (6) **“Ad-hoc special event board”** or “board” means a board created to plan, organize and conduct a specific special event on behalf of the Tribe, and which shall be dissolved upon completion of that event.
- (7) **“Unexcused Absence”** means an absence from any meeting of the committee for which no written excuse has been given to and accepted by a majority vote of the relevant committee (excluding the member who has submitted the written excuse).
- (8) **“Donation”** means the voluntary transfer of funds or items of material value to a person or other entity for which no goods or services of substantially equal value are received in return.
- (9) **“Honorary Member”** means a member of a committee who has a voice but has no vote.
- (10) **“Staff person”** means a person employed by the Tribe or one of its entities
- (11) **“Immediate family members”** include father, mother, adoptive mother, adoptive father, daughter, son, spouse, person in a spousal relationship, brother, sister, stepbrother and stepsister.

10.3 GENERAL POLICIES:

The Tribal Council may establish standing and ad-hoc committees and boards pursuant to this Ordinance by resolution. All committees and special event boards established pursuant to this Ordinance shall adopt bylaws consistent with this Ordinance and be approved by the Tribal Council. Committees and boards shall be accountable to the Tribal Council. The Tribal Council reserves the power to deal directly with the committees and boards as necessary.

10.4 NAMES:

(1) Committees:

Each committee established pursuant to this Ordinance shall designate a committee name. All committees must indicate

association with the Tribe by including "The Sauk-Suiattle Indian Tribe" in the committee name.

(2) Boards:

Each board established pursuant to this Ordinance shall designate a board name. All boards must indicate association with the Tribe by including "The Sauk-Suiattle Indian Tribe" in the board name.

10.5 MEMBERSHIP:

(1) Committees:

(A) Each committee shall be composed of a minimum of five (5) and a maximum of seven (7) voting members appointed by the Tribal Council, except the appointment of members to the Elders Committee shall be as specified in the Elders Committee's Bylaws.

(B) No staff person may serve on a committee playing an advisory role to the program where the staff person is employed. Staff personnel may attend committee/board meetings to provide information that may be useful in decision making; also to provide updates of the program.

(2) Ad-Hoc committee/Ad-Hoc Special Events Board:

Each special event board shall be composed of a minimum of five (5) and a maximum of seven (7) voting members appointed by the Tribal Council. Tribal members and non-Tribal members may serve as voting members of the boards, but a majority of the voting members on each board shall be Tribal members.

(3) General:

The following apply to membership of committees and Ad- Hoc boards:

(A) Committees/boards may utilize the assistance of non-member resource people, who may be Tribal members or non-Tribal members. Individuals serving in a resource capacity shall not vote.

- (B) Tribal Council Members serving on a committee/board count towards a quorum and may vote on committee/board business.
- (C) No person having been convicted of a violent crime or a crime against a child shall serve on a committee or a board that has contact with or control over children.
- (D) An individual owing an outstanding debt (i.e. Owing debt to housing and wanting to sit on the housing board) to the Tribe may not serve on a committee/board unless arrangements for repayment of the debt have been made.
- (E) Members shall be at least 18 years of age unless a committee's/board's bylaws provide otherwise.
- (F) Members shall attend all committee/board meetings unless they give written or verbal notice to the committee Chairperson at least three (3) days prior to the meeting; provided, however, that no notice is necessary if injury of the member or sickness, injury or death of a family member or dependent caused the absence.
- (G) Committee/Board members may be specifically designated to represent the Tribe on local, regional, or national issues that affect the Tribe. In order to participate in a vote that binds the Tribe, the individual committee member must be authorized by specific resolution.
- (H) The Director/Managers and members shall provide input on all matters properly before the committee/board and support all committee/board decisions.
 - 1. Any decisions made by the board will be carried out by the Director/Manager in charge within a reasonable timeline.
 - 2. If the board feels that their recommendations/decisions are not being carried out in a timely fashion, the committee chairperson can request assistance in writing to the General Manager.
 - a. If the Committee/Board or Director/Manager has concerns surrounding conflicts or interest or unethical behavior they must bring their concerns

in writing before the Tribal Council at the next Council meeting.

- (I) At the end of each member's term of office or upon resignation or removal of a member or upon other vacancy by a member, the member shall deliver all papers, records, and books and other items in the member's possession that relates to the committee/board to the member's successor, or to the committee/board Chairperson.
- (J) All committee/board member terms will be for three (3) calendar years, beginning in January.

10.6 VACANCIES:

- (1) Any vacancy shall be filled by appointment of the Tribal Council for the duration of the unexpired term.
- (2) Vacancies shall occur upon expiration of a member's term, when a member resigns for any reason, is removed, or has unexcused absences from three (3) consecutive regular meetings.

10.7 REMOVAL OF MEMBERS:

Members shall serve at the pleasure of the Tribal Council and may be removed by the Tribal Council.

10.8 VOTING:

- 1. Each member shall have one (1) vote on each matter.
- 2. Except as described in 10.8(3) members must be present to vote. No proxies will be permitted
- 3. Phone poll in emergency situations (as determined by the Chair) the secretary shall record the phone poll results.

10.9 QUORUM:

A majority of the members must be present to constitute a quorum.

10.10 CONFLICTS OF INTEREST:

Immediate family members shall not serve in a voting capacity on the same committee or board at the same time. No member may vote on any action directly involving a member of his or her immediate family. A member may take part in discussion and count toward a quorum regarding action involving a member of his or her family. Immediate family members include father, mother, adoptive mother, adoptive father, daughter, son, spouse, person in a spousal relationship, brother, sister, stepbrother and stepsister.

10.11 APPOINTMENT OF OFFICERS:

Each committee and board shall elect a Chairperson, Vice-Chair, and Secretary. Officers shall serve for the duration of their current terms on the committee/board.

10.12 DUTIES AND AUTHORITIES/POWERS OF OFFICERS:

(1) The Committee Chairperson shall:

- (A) Issue notice of meetings;
- (B) Preside at all meetings;
- (C) Generally act as the representative of the committee/board in communications with individuals, groups, and organizations; and seek a council resolution where a vote that will bind the Tribe is required.
- (D) Reviews and makes recommendations on budgets before the approval of Tribal Council.
- (E) Make all decisions on procedure of meetings (not otherwise specified herein or in the By-laws) including whether to make audio recordings of meetings.

(2) The Vice-Chairperson shall:

- (A) Act as presiding officer in the Committee Chairperson's absence; and
- (B) Compose all resolutions and recommendations as agreed upon by the committee/board.

(3) The Secretary shall:

- (A) Take minutes of all regular and special meetings;

- (B) Maintain all official records of the committee/board;
- (C) Take attendance at meetings and record unexcused absences;
- (D) When requested provide copies of all meeting minutes to the Tribal Council within five (5) days.
- (E) Request financial statements as needed.
- (F) Conduct all banking activities through accounts approved by the Tribal Council;

10.13 MEETINGS:

- (1) All meetings shall be open to the public; provided, however, the meetings may be closed to the public when dealing with confidential material. The committee/board may invite guests to attend meetings.
- (2) The committee/board shall periodically publish its meeting schedule in the Tribal newsletter. All regular and special meetings require four (4) days written notice; emergency meetings shall be called by the chair of the committee. Notice shall be given to each member and shall be posted in a conspicuous place at the Tribal Headquarters. Notice shall include the date, time, place, and purpose of the meeting.
- (3) Regular meetings shall be held on a date set by the committee/board.
- (4) All regular and special meetings shall be held on Tribal property, unless the committee/board obtains the prior approval of the Tribal Council to hold a meeting elsewhere.
- (5) Special meetings may be called by the Committee Chairperson at his or her discretion, but the Committee Chairperson must call a special meeting upon written request of three (3) or more members of the committee/board.

10.14 COMPENSATION:

Voting members ***may be*** compensated for their services at a rate set by Tribal Council and shall be reimbursed for expenses according to such policy as the Tribal Council may adopt.


10.15 FINANCIAL ACCOUNTABILITY:

- 1) Decisions on committee/board purchases require prior approval of the Committee/board; such approval shall be recorded in the meeting minutes (unless otherwise stated in the By-laws).
- (2) Committees/boards are prohibited from making donations of any kind from Committee/board funds. Any donations made to the committee, however, will be delivered to the Secretary for appropriate handling.

If a court of competent jurisdiction finds any provision of this Ordinance to be invalid or illegal under applicable Federal or Tribal law, such provision shall be severed from this Ordinance and the remainder of this Ordinance shall remain in full force and effect.

CERTIFICATION

Pursuant to the authority contained in Article VII, Section 1(N) of the Constitution and Bylaws of the Sauk-Suiattle Indian Tribe, ratified by the Tribe on July 19, 1975 and certified by the Secretary of Interior on September 17, 1975, pursuant to the Indian Reorganization Act of June 18, 1934 (48 Stat. 984), the foregoing Ordinance was enacted on January 5, 2007 at a Regular Council Meeting held at the Sauk-Suiattle Indian Reservation at which a quorum was present, by a vote of 5 for, 0 against, 2 abstain, and 0 absent.


Janice w. Mabee, Chairman

ATTEST 
Cynthia M. Harris, Secretary