

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

1 **DATE: Wednesday, July 26th, 2023**

2 **TIME: 5:30 p.m.**

3 **LOCATION: Mohogany Room – Indigo Sky Casino**

4 **INVOCATION: 1st Council Kissee**

5 **CALL TO ORDER, ROLL CALL, DECLARATION OF QUORUM**

6 The Business Committee Meeting was called to order at 5:36 p.m. by 2nd Chief Samples
7 with the following answering roll call: 1st Council Kissee, 2nd Council Daugherty,
8 Secretary Littlefield and Treasurer Barrett. 3rd Council Kraus and Chief Wallace were
9 absent. A Quorum was declared by 2nd Chief Samples.

10
11 **NEW ENROLLEES:**

12 *All birth dates have been verified through Social Services Vital Statistics Department.

13 Applicant: Birth Year:

14 1. Keilani Rain Hotulke 2022

15 2. Gracelynn Dawn Tallant 2022

16 3. Leighton Renee Burris 2023

17
18 **MOTION:** To approve the New Enrollees presented. The motion was made by
19 Treasurer Barrett with second by 2nd Council Daugherty.

20 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
21 0 abstained, 1 absent (Kraus).

22
23 **MINUTES:**

24 **MOTION:** To approve the July 12th, 2023, Business Committee Meeting Minutes with
25 corrections. Line 42 change Still to Stitt. The motion was made by Treasurer Barrett
26 with second by 1st Council Kissee.

27 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
28 0 abstained, 1 absent (Kraus).

29
30 **MOTION:** To Rescind Requisition EN-98093 lines 161 – 167 of the Business
31 Committee Meeting Minutes approved at the July 12, 2023, Business Committee
32 Meeting. The motion was made by Treasurer Barrett with second by Secretary
33 Littlefield.

34 Motion carried: 3 approved (Kissee, Littlefield, Barrett), 0 opposed,
35 1 abstained (Daugherty), 1 absent (Kraus).

36
37 **REPORTS:**

38 **CASINO REPORT – Melanie Heskett, General Manager Indigo Sky Casino.**
39 Reporting for the month of June 2023.

40
41 Month over previous month:

42 Indigo Sky Casino: Revenue up 8%

43 Expenses down 2%

44 Outpost Casino: Revenue down 16%

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45 Expenses down 7%

46

47 Comparison – Actual to Budget/Year to Date

48 Indigo Sky: Revenue up 10%

49 Expenses down 3 %

50 Outpost Casino Revenue down 9%

51 Expenses down 7%

52

53 **GAMING COMMISSION REPORT – Jalene Wells, Gaming Commissioner**

54 Employees – Current 2023

55 40 Total Employees: 8 Tribal Members, 1 Tribal Spouse, 6 Native, 22.50% ESTOO

56 Tribe, 37.50% Native American

57

58 Licensing for June 2023

59 Renewals - 26

60 New Hires – 32

61 Temp Help – 15

62 Denials – 2, Suspensions – 0, Revocations – 0

63 Conditional Employee Licenses Monitored – 6

64 Non-Gaming Companies – 20

65 Non-Gaming Vendor Employees – 73

66 Gaming Companies – 5

67 Gaming Vendor Fees Collected - \$21,250

68 Non-Gaming Vendor Fees Collected - \$6,390

69 Employee Licensing Fees Collected - \$12,400

70 TOTAL FEES COLLECTED - \$40,040 (YTD \$216,817)

71 (Revenue Budgeted for FY 2023 - \$235,850)

72 (Actual as of July 26, 2023 - \$216,817)

73 (\$19,033 needed to meet budgeted numbers by September 30)

74

75 EGM – June 2023

76 New Machine Installs – 25

77 Machines Removed – 23

78 Machine, Software/Theme Conversions – 20

79 Software Upgrades – 2

80 Software Replacements – 3

81 Gaming Machine Relocations – 4

82 Server Installs/Upgrades – 7

83 Single Pieces of Software tested – 243

84 Seal Activities – 155

85 Machine Fees Billed - \$475 (YTD \$101,575)

86 Machine Fees Collected - \$325 (YTD \$101,425)

87 (Revenue Budgeted for FY 2023 - \$91,200)

88 (Actual as of July 5, 2023 - \$101,425)

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89 (Have collected \$10,225 more than projected – as of July 5, 2023)

90

91 Audit Observations and Reports – June 2023

92 Cage – 40

93 EGM – 16

94 Jackpot – 16

95 Players Club – 23

96 Exchanges – 5

97 Table Inventory – 47

98 Table Fill – 17

99 Table Credit – 1

100 Title 31 Inquiries – 3

101 FY23 3.31.23 Internal Audit reports were sent to BC and Management on 7/5/2023.

102

103 Surveillance for June 2023 - Indigo Sky Outpost

104 Phone Calls 2340 198

105 Radio Calls 815 72

106 Observations 13553 3143

107 Policy Violations Noted 114 19

108 JDLR's Noted 31 5

109 Kudo's 3 6

110 Incident Reports Written Total 45 6

111 Medical Reports Written 35 5

112 CD Requests from Tribal PD 13 3

113

114 Commissioner Update: All GC Departments are currently updating Policies and
115 Procedures.

116 Licensing Regulations being updated and drafted to be included in the ESTGC Rules and
117 Regulations.

118 Kudos to all involved in the Outpost Remodel Project.

119

120 **TREASURER REPORT – Justin Barrett, Treasurer**

121 TRIBAL ADMINISTRATION BUDGET

122 These are preliminary numbers for 6/30/2023. Based on closing the third quarter we
123 should be around 75% of the budget.

124 Indirect Departments 61%

125 Total Tribal Admin (Non-Grant) 56%

126

127 The Business Committee has approved four (4) budget modifications.

128 Mod 01 – Capital Outlay for vehicles \$600,000

129 Mod 02 – Capital Outlay Carryover \$978,350

130 Mod 03 – HIP (Home Improvement Program) Carryover \$78,870

131 Mod 04 – Raw Food Expense for the AOA \$100,000

132

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133 Original Budget \$15,059,115

134 Amended Budget \$16,816,335

135

136 Sweep Accounts – Paperwork has been signed for the sweep accounts. CFO Karen Allen
137 has moved \$5 million to sweep accounts.

138

139 Budget Modification – The Business Committee is going to give CFO Karen Allen the
140 authority to transfer funds as down payment assistance applications come in. We will be
141 doing a budget modification closer to the end of the fiscal year.

142

143 American Indigenous Business Leaders – AIBL’s National Business & Leadership
144 Student Conference is designed to give Indigenous students and professionals access to
145 relevant business information and expertise, offering a variety of activities geared
146 specifically to enhance and expand educational experiences beyond what is taught
147 through traditional academic methods. Students compete for prizes in Business Plans,
148 Community Projects, and Elevator Pitch competitions. Our students participate in
149 culturally appropriate financial literacy and business plan training to give them practical
150 skills to become successful business leaders in our Native communities.

151

152 NAFOA – The Native American Finance Officers Association releases the following
153 policy alert on July 17, 2023.

154 This Wednesday, July 19th, the Senate Homeland Security & Government Affairs
155 Committee will hold a hearing on Committee Chairman Peter’s (D-MI) Streamlining
156 Federal Grants Act. This bipartisan legislation is important for tribes, with the goal of
157 increasing tribal access to federal grants and ensuring that grants and programs reach the
158 communities most in need of the resources. The legislation builds on a 2019 law led by
159 Peters and Lankford (R-OK) that required federal grant programs to streamline data
160 standards for applications and reporting.

161

162 DONATION REQUEST: From Jim Stephens Assoc. Indian Horse Relays to be held
163 Aug. 4-6, 2023.

164 **MOTION:** To donate \$1,000 for Ladies Buckles. The motion was made by 1st Council
165 Kissee with second by Secretary Littlefield.

166 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
167 0 abstained, 1 absent (Kraus).

168

169 **RESOLUTIONS:**

170 **RESOLUTION NUMBER 072623-R-01 Resolution authorizing the Engagement of**
171 **RSM US LLP for the Audit of Eastern Shawnee Tribe of Oklahoma Gaming**
172 **Enterprises**

173 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern
174 Shawnee Tribe of Oklahoma does hereby authorize Chief Glenna J. Wallace, Gaming
175 Commissioner Jalene Wells and Deputy Gaming Commissioner Amber Graham, to

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176 execute the attached Engagement Agreements with RSM US LLP for the audit of
177 combined financial statements of Eastern Shawnee Gaming Enterprises.
178 **MOTION:** To approve Resolution Number 072623-R-01. The motion was made by
179 Treasurer Barrett with second by 1st Council Kissee.
180 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
181 0 abstained, 1 absent (Kraus).

182
183 **RESOLUTION NUMBER 072623-R-02 Resolution authorizing a Grant Submission**
184 **to The Fruit Tree Planting Foundation**

185 **NOW THEREFORE BE IT RESOLVED;** that the Business Committee of the Eastern
186 Shawnee Tribe of Oklahoma does hereby authorize a Grant Submission to The Fruit Tree
187 Planting Foundation with the desire to be awarded at least (15) Fruit Trees. The trees
188 will be used to supply fresh fruit to the Tribe's Food Programs as well as reduce the
189 Tribe's carbon footprint and add to the agriculture component of its Early Childhood
190 Learning Center.

191 **MOTION:** To approve Resolution Number 072623-R-02. The motion was made by
192 Secretary Littlefield with second by 2nd Council Daugherty.

193 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
194 0 abstained, 1 absent (Kraus).

195
196 Resolutions listed on the agenda will not be presented at this meeting.

197 People's Bank

198 Treasury Bonds

199

200 **RESOLUTION NUMBER 072623-R-03 FY2024 Eastern Shawnee Tribe of**
201 **Oklahoma Tribal Administration Operating Budget**

202 **NOW THEREFORE BE IT RESOLVED,** that the Business Committee of the Eastern
203 Shawnee Tribe of Oklahoma does hereby approve the proposed FY2024 Eastern
204 Shawnee Tribe of Oklahoma Tribal Administration Operating Budget.

205 **MOTION:** To approve Resolution Number 072623-R-03. The motion was made by 2nd
206 Council Daugherty with second by 1st Council Kissee.

207 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
208 0 abstained, 1 absent (Kraus).

209

210 **REQUISITIONS:**

211

212 **Requisition EN-98657 payable to Butler, Rosenbury & Partners, Inc. in the amount**
213 **of \$61,625.88 for Government Building Architectural services.**

214 **MOTION:** To approve Requisition EN-98657. The motion was made by 1st Council
215 Kissee with second by Treasurer Barrett.

216 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
217 0 abstained, 1 absent (Kraus).

218

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219 **Requisition Number EN-98940 payable to Superior Auto Group for 2023 Chevrolet**
220 **Tahoe in the amount of \$55,825.90.**

221 **MOTION:** To approve Requisition EN-98940. The motion was made by 2nd Council
222 Daugherty with second by 1st Council Kissee.

223 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
224 0 abstained, 1 absent (Kraus).

225

226 **Requisition Number EN-99158 payable to Connect Construction Services for**
227 **payment application number four in the amount of \$284,330.79.**

228 **MOTION:** To approve Requisition EN-99158. The motion was made by 2nd Council
229 Daugherty with second by 1st Council Kissee.

230 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
231 0 abstained, 1 absent (Kraus).

232

233 **PURCHASE ORDER REQUEST NUMBER 00062376 from Indigo Sky Casino in**
234 **the amount of \$29,306.88 for card playing sets for table games.**

235 **MOTION:** To Approve Purchase Order Number 00062376. The motion was made by
236 Treasurer Barrett with second by 2nd Council Daugherty.

237 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
238 0 abstained, 1 absent (Kraus).

239

240 **PURCHASE ORDER REQUEST NUMBER 00062440 from Indigo Sky Casino in**
241 **the amount of \$127,861.00 for October 2023 Continuity.**

242 **MOTION:** To Approve Purchase Order Number 00062440. The motion was made by
243 2nd Council Daugherty with second by 1st Council Kraus.

244 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
245 0 abstained, 1 absent (Kraus).

246

247 **NEW BUSINESS**

248 **MOTION:** To Authorize CFO Karen Allen to transfer funds as needed for First Time
249 Home Buyer's Program with a Budget Mod at the end of the fiscal year. The motion was
250 made by 1st Council Kissee with second by Treasurer Barrett.

251 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
252 0 abstained, 1 absent (Kraus).

253

254 **OLD BUSINESS**

255 Bud Enyart brought a sample cemetery marker for the BC and tribal members to view.
256 He agreed to provide additional information requested by 2nd Chief Samples at a future
257 meeting.

258

259 **CLOSED SESSION**

260 No further business for closed session.

261

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262 **MOTION:** To adjourn at 6:36 p.m. The motion was made by Treasurer Barrett with
263 second by 2nd Council Daugherty.
264 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
265 0 abstained, 1 absent (Kraus).

266

267 **ADJOURN**

268

269

270

271

272

273


274

275

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277

278


Debbie Littlefield, Secretary

08/26/23
Date


Chris Samples, Second Chief

08/26/23
Date