



Little Traverse Bay Bands of Odawa Indians

**TRIBAL ELECTION BOARD**

Carol Quinones, Chairperson (2021)

Melissa Shomin, Vice-Chairperson (2019)    Carla Osawamick, Secretary (2019)  
Jon Shawa, Treasurer (2021)                      Alice Hughes, Board Member (2021)

**Saturday, March 16, 2019  
MINUTES**

**CALL TO ORDER**

Meeting was called to order by Chairperson Quinones at 9:00 a.m.

**ROLL CALL**

Carol Quinones, Chairperson	Present
Melissa Shomin, Vice-Chairperson	Present
Carla Osawamick, Secretary	Present
Jon Shawa, Treasurer	Present
Alice Hughes, Board Member	Present

Quorum is present.

**GUESTS:**    None.

**PUBLIC COMMENT**

No public comment.

**APPROVAL OF THE AGENDA**

**Motion** made by Vice-Chairperson Shomin and supported by Secretary Osawamick to approve the agenda as presented by Chairperson Quinones.

Motion read back by Secretary Osawamick.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

**APPROVAL OF MINUTES**

**Motion** made by Vice-Chairperson Shomin and supported by Chairperson Quinones to approve the minutes of Saturday, March 2, 2019 as amended/written.

Motion read back by Secretary Osawamick.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

**REPORTS**

Chairperson Quinones

- Retrieved past elections materials dating back to 2003 for posting to webpage.
- Worked with Vice-Chairperson to provide training and review process for maintenance of voter registration lists.
- Provided information to Election Services for content of Primary Election ballot.

- Planning and preparation for Election Board table and presentation at Annual Community Meeting.
- Updates to Registered Voters lists.

**Motion** made by Board Member Hughes and supported by Treasurer Shawa to accept the verbal report of Chairperson Quinones.

Motion read back by Secretary Osawamick.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

#### Vice-Chairperson Shomin

- Communications underway with Director of Enrollment Department and making arrangements to receive monthly reports from the Enrollment Department of Tribal member changes of names and addresses.
- Modified Registered Voters database to remove confidential information and make a version to be used for public access. The public list includes only names and addresses.
- Researching use of various databases other than Excel to be considered as the Election Board database.

**Motion** made by Secretary Osawamick and supported by Treasurer Shawa to accept the verbal report of Vice-Chairperson Shomin.

Motion read back by Chairperson, Quinones.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

#### Secretary Osawamick

- Posted approved minutes to webpage and google drive for: 11/17/18, 12/10/18, 12/17/18, 1/5/19, 1/29/19, and 2/18/19.
- Provide materials to Odawa Trails, contact information, calendar dates and election schedule.
- Created Election Board Calendar, color-coded and combined Work Session-Meeting Schedule with Election Schedule.
- Compiled candidate statements and photos, formatted, logged all communications, provided each candidate with a proof similar to how it would appear on the website for their approval, and posted to webpage on 3/10/19.
- Contacts from Tribal members: none other than processing candidate statements.

**Motion** made by Vice-Chairperson Shomin and supported by Board Member Hughes to accept the verbal and written report of Secretary Osawamick.

Motion read back by Secretary Osawamick.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

#### Treasurer Shawa

- Picked up mail from post box.
- Received 5 new voter registration forms.
- Received a new color printer for \$356, and new projector.

- Paid post office box dues, and added \$1,000 to our post office account for upcoming election mailings.
- Working on acquisition of computer for Vice-Chairperson.

**Motion** made by Secretary Osawamick and supported by Vice-Chairperson Shomin to accept the verbal report of Treasurer Shawa.

Motion read back by Secretary Osawamick.

5 Yeas 0 Nays 0 Abstained 0 Absent

Motion carried.

Board Member Hughes

No report.

### **ADDITIONAL BUSINESS**

Calendar: Scheduling of meetings for remainder of 2019: Move April 26 and 27<sup>th</sup> to April 25 and 26<sup>th</sup>; Add Work Sessions 9/13/19, 9/27/19, 10/11/19, 10/25/19, 11/8/19, 11/22/19, 12/6/19 and 12/20/19. Add Meetings 9/14/19, 9/28/19, 10/12/19, 10/26/19, 11/9/19, 11/23/19, 12/7/19, 12/21/19.

Registered Voters Update: 1,834 Registered Voters as of February 4, 2019.

### **ACTION ITEMS**

None.

### **NEXT WORK SESSION/MEETING**

Work Session: Friday, March 29, 2019, 5:00 p.m.

Regular Meeting: Saturday, March 30, 2019, 9:00 a.m.

### **ADJOURNMENT**

Meeting adjourned by Chairperson Quinones at 12:00 p.m.

These minutes have been read and are approved as corrected.

 Carla Osawamick, Election Board Secretary	4/13/19 Date
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