



Little Traverse Bay Bands of Odawa Indians

**TRIBAL ELECTION BOARD**

Carol Quinones, Chairperson (2021)

Melissa Shomin, Vice-Chairperson (2023)    Carla Osawamick, Secretary (2023)  
Jon Shawa, Treasurer (2021)                      Alice Hughes, Board Member (2021)

**Saturday, November 9, 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**

None.

**APPROVAL OF THE AGENDA**

**Motion** made by Secretary Osawamick and supported by Board Member Hughes to approve the agenda for 11/9/19 as presented and amended by Chairperson Quinones. Motion read back by Secretary Osawamick.

5 Enh    0 Kaa    0 Kaa Maamda (Abstained)    0 Kaawiin Maampii (Absent)  
Motion carried.

**APPROVAL OF MINUTES**

**Motion** made by Vice-Chairperson Shomin and supported by Board Member Hughes to approve the minutes of Saturday 10/26/19 as written and presented by Secretary Osawamick.

Motion read back by Secretary Osawamick.

4 Enh    0 Kaa    1 Kaa Maamda (Treasurer Shawa, Abstained)    0 Kaawiin Maampii (Absent)  
Motion carried.

**REPORTS**

Chairperson Quinones

- Reviewing and organizing old Election Board documents.
- Communication with Treasurer Shawa regarding status of supplemental funding.

- Attended the Tribal Council Accounting and Finance Committee meeting on October 15, 2019, via telephone.

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

Motion read back by Secretary Osawamick.

5 Enh 0 Kaa 0 Kaa Maamda (Abstained) 0 Kaawiin Maampii (Absent)

Motion carried.

#### Vice-Chairperson Shomin

- Review of Election Board regulations, and policies and procedures with recommendations for discussion.
- Continue work on Election Board training powerpoint.
- Attended the Tribal Council Accounting and Finance Committee meeting on October 15, 2019.

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

Motion read back by Secretary Osawamick.

5 Enh 0 Kaa 0 Kaa Maamda (Abstained) 0 Kaawiin Maampii (Absent)

Motion carried.

#### Treasurer Shawa

- Reported on the Revenue-Expenditures R/E report as of 11/8/19.
- Checked Election Board post office mailbox.
- Attended the Tribal Council Accounting and Finance Committee meeting on October 15, 2019.

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

Motion read back by Secretary Osawamick.

5 Enh 0 Kaa 0 Kaa Maamda (Abstained) 0 Kaawiin Maampii (Absent)

Motion carried.

#### Secretary Osawamick

- Submitted Approved Minutes of 10/12/19 to be posted to webpage. Emailed approved Minutes of 10/12/19, Draft Minutes from 10/26/19, and 11/9/19 Work Session Agenda to Election Board and posted to OneDrive.
- Worked on updating and organization of OneDrive files and folders.
- Drafted a “Correspondence Log” for review by Election Board.

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

Motion read back by Secretary Osawamick.

5 Enh 0 Kaa 0 Kaa Maamda (Abstained) 0 Kaawiin Maampii (Absent)

Motion carried.

#### Board Member Hughes

No report.

## **ADDITIONAL BUSINESS**

Registered Voters Update: 1,873 Registered Voters as of today, November 9, 2019.

Discussion: Updating meeting schedule for November, December and 2020.

Discussion: Correspondence Log to document noteworthy correspondence including: received mail, outgoing mail, returned-undeliverable mail, and outgoing and incoming emails.

Discussion: Training in 2020 with Automated Election Services.

Discussion: Wifi is still not available in office, Treasurer Shawa checked and I.T. is working on it. I.T. set up new LTBB email addresses and they are working and will be posted to the webpage.

**ACTION ITEMS:** None.

## **NEXT WORK SESSION/MEETING**

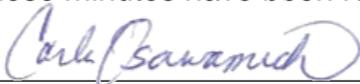
Work Session: Friday, November 22, 2019, 5:00 p.m.

Regular Meeting: Saturday, November 23, 2019, 9:00 a.m.

## **ADJOURNMENT**

Meeting adjourned by Chairperson Quinones at 11:10 a.m.

These minutes have been read and are approved as written.

  
\_\_\_\_\_  
Carla Osawamick, Election Board Secretary

12/21/19  
\_\_\_\_\_  
Date