

Traditional Tribal Burial. Inc.
Regular Board Meeting
February 10, 2018
NRD Conference Room
9:00 a.m.

Board Members: Kevin Willis, Chairman; Patrick Wemigwase, Vice Chairman; Lisa Flynn, Treasurer; Netawn Kiogima, Board Member

Absent: Patrick Wemigwase, Vice Chairman - excused

Guests: none

Call to order – 9:05 a.m.

Roll Call – Vice Chairman Wemigwase absent-excused; quorum met.

Motion made by Vice Chairman Wemigwase and supported by Treasurer Flynn to accept the agenda with additions.

YES – 4 No – 0 Abstained – 0 Absent – 1 (P.Wemigwase)

Motion carried.

Motion made Secretary Teuthorn and supported by Treasurer Flynn to table the approval of the January 13, 2018 Meeting Minutes until the next Regular Meeting.

YES – 4 No – 0 Abstained – 0 Absent – 1 (P.Wemigwase)

Motion carried.

Motion made by Secretary Teuthorn and supported by Treasurer Flynn to accept the TTBI Phone Poll No. 01-011918 to accept the Letter of Engagement from Rehmann Robson to perform the TTBI FY 2017 Annual Audit and approve Chairman Willis to sign the Letter of Engagement.

YES – 4 No – 0 Abstained – 0 Absent – 1 (P.Wemigwase)

Motion carried.

Motion made by Treasurer Flynn and supported by Board Member Kiogima to accept the TTBI Phone Poll No. 01-020518 to approve Chairman Willis to sign the Release of Information letter dated February 5, 2018 that approves BDO USA, LLC to release the TTBI FY2016 Audit information to Rehmann Robson.

YES – 4 No – 0 Abstained – 0 Absent – 1 (P.Wemigwase)

Motion carried.

Board Reports

Chairman's Report

- Auditor communications
- Grant Meeting

Motion made by Board Member Kiogima and supported by Secretary Teuthorn to accept the Chairman's Report as presented.

YES – 3 No – 0 Abstained – 1 (K.Willis) Absent – 1 (P.Wemigwase)

Motion carried.

No Vice Chairman Report

Treasurer's Report

- Amazon purchase
- Online Banking
- Software needs
- PNC Accounts balance report

Motion made by Board Member Kiogima and supported by Secretary Teuthorn to approve the Treasurer to purchase virus protection for the Board laptops, not to exceed \$300.00.

YES – 3 No – 0 Abstained –1 (L.Flynn) Absent – 1 (P.Wemigwase)

Motion carried.

Motion made by Secretary Teuthorn and supported by Board Member Kiogima to approve the Treasurer's Report as presented.

YES – 3 No – 0 Abstained –1 (L.Flynn) Absent – 1 (P.Wemigwase)

Motion carried.

Secretary's Report

- Mail
- Office Space discussion
- Fundraising update
- 501c3 plans
- Reappointment intentions
- Work Session proposal
- Recordkeeping – request to Greenwood Cemeteries

Motion made by Board Member Kiogima and supported by Treasurer Flynn to accept the Secretary's Report as presented.

YES – 3 No – 0 Abstained – 1 (G.Teuthorn) Absent – 1 (P.Wemigwase)

Motion carried.

Board Member Report

- Traditional Burial participation

Motion made by Secretary Flynn and supported by Chairman Willis to accept Board Member Kiogima's report as presented.

YES – 3 No – 0 Abstained – 1 (N.Kioigma) Absent – 1 (P.Wemigwase)

Motion carried.

11:53 a.m. - Public Comment open.

11:54 a.m. – Public comment closed.

New Business

- FY 2019 Budget
- Environmental Assessment request
- Auditor Meeting

Motion made by Secretary Teuthorn and supported by Treasurer Flynn to adjourn the meeting at 12:43 p.m.

YES – 4 No – 0 Abstained – 0 Absent – 1 (P.Wemigwase)

Motion carried.

These meeting minutes were approved via TTBI Phone Poll 030418-01 which concluded on March 5, 2018.

Gwendolyn Teuthorn

Gwendolyn Teuthorn, Board Secretary

03/12/18

Date