

Summit Lake Paiute Tribe  
Special Council Meeting  
Wednesday, December 27, 2017  
Primary Administrative Office, Sparks, Nevada

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**Call to Order:** Chairwoman Randi DeSoto called the Special Council meeting of Wednesday, December 27, 2017 to order at 5:50 pm.

**Roll Call:** Secretary Treasurer Eugene Mace called the roll: Chairwoman Randi DeSoto, present; Vice-Chairman, Member Jerry Barr, present; and Secretary/Treasurer Eugene Mace; present.

**Staff:** Linda Quinn, Financial Director

This is the Special meeting end-of-year review for the Tribe.

Financial Report, Linda Quinn

1. Review 2017: Expenditures in Fund 101 were reviewed in detail by the council. Council will revise the 2018 budget at the January meeting to include funding for the Election Committee. The 2018 Council Election Committee will be a three to five person board with a stipend of \$75.00 per meeting with a budget of 10 meetings including the Election Day at Summit Lake. (3 - \$2,250.00)  
(5 - \$3,750.00)

There was a discussion on purchasing a building for the reservation, where it should go, and for what the building will be used including Council meetings, staff after-hour use, and guest bedroom.

The hiring of a Tribal Coordinator was discussed including what things they would do including handling license plates and organizing other administrative duties like, agendas, and policy and procedures; what equipment they would need, and where they would be in the office.

2. Review 2018 Budget: Revisions to be made were discussed especially revisions to be made to the Enrollment Committee to include the Councils' participation under this line item. Enrollment requests a three person board with 12 monthly meetings, four quarterly meetings to attend council meetings, and one year end meeting. 17 total meetings @ \$225.00 plus \$200.00 office supplies. Council to attend 13 times a year for a total of \$4,550.00. Total budget of \$8,575.00.

Adjustments to the 2018 budget will be completed at the January meeting. The Election Committee budget will need to be added. Ms. Quinn found past options for Election Committee costs for three members for six meetings. The Council decided \$75 per meeting as per other committees.

3. Budget Summary Sheet, outlining all funding Sources as of 12-15-2017 and balance of available funding by grant. Ms. Quinn updated the Council on the

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progress of correcting the Summary Budget Reports. It is anticipated all the funds could be completed by the end of February, due to the additional year-end tasks.

4. Tribal Coordinator position will be posting in January, 2018 for two weeks through Rural Natives and ITCN. Position description previously approved by Council.
5. Housing article in December Newsletter has brought two inquiries on home ownership programs, one from Idaho and one from Arizona. Ms. Quinn requested to move forward with the last consultation with Bill Nibbelink to get the HUD policies and application processing started. Council said it was okay to contact him.
6. Ms. Quinn is still working on getting the HUD housing funding program contacts set up. Funding needs to be available to start a housing Director but we could advertise if a position description is created. Ms. Quinn said she would go to ITCN to see if they have a job description as an example.

Ms. Quinn also stated that an inventory needs to be done. She will need inventory identification tags.

**SETTING NEW TRADITIONS:**

7. Ms. Quinn proposes changing Year-End Finance Meeting to the end of January or early February as it is a better time to review previous year's expenses and make adjustments for current year.
8. Ms. Quinn also recommended inviting staff to the December meeting for a lunch Potluck. Anyone who wants to come is welcome. Mr. Barr likes the idea of a potluck, but not during a Council Meeting. Ms. Quinn may set up a potluck with staff and invite the Council. It was also suggested to do a Christmas party for the Members.

It was suggested to do the holiday party the second week of December and have a White Elephant gift exchange.

There was a discussion about having two staff get-togethers with the Council to bring the "upstairs" and "downstairs" staffs together.

**MOTION: Vice- Chairman Member Jerry Barr moved to adjourn the meeting. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 2 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried. The meeting was adjourned at 7:07 pm.**

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**CERTIFICATION**

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the December 27, 2017, Council Meeting were approved by the Council during a duly held meeting January 20, 2018 at which there was a quorum present, and the Council voted:

**2 - FOR 0 - AGAINST 0 -ABSTAINING**, Chairwoman Randi DeSoto did not vote because there was not a tie vote.

1/23/2018  
Date

Eugene J. Mace  
Eugene Mace, Sr.  
Secretary/Treasurer  
Summit Lake Tribal Council