

**Cherokee Nation Election Commission
Regular Meeting
Election Services Meeting Room
November 12, 2013**

Minutes

CALL TO ORDER/ROLL CALL:

The Regular Meeting of the Election Commission was called to order at 4:05 p.m. Roll Call was taken and a quorum was established. In attendance were:

Commission - Bill W. Horton – Chairman
Teresa Hart – Vice-Chairperson
Martha Calico – Secretary/Treasurer
Shawna Calico – Commissioner
Carolyn Allen – Commissioner

Office Staff - Geneva Scott
Wanda Beaver
Joyce Gourd
Connie Parnell

Guests - Harvey Chaffin – EC Attorney
Roger Graham
Jami Custer
Cheryl Brown
Pat Carpenter
Julia Coates
Steve Carpenter
Brandon Caruso

APPROVAL OF MINUTES:

A motion was made by Carolyn Allen to approve the meeting minutes for October 3, October 8, October 15, and October 22, 2013. The motion was seconded by Shawna Calico. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton _____
Teresa Hart Yes
Martha Calico Yes
Shawna Calico Yes
Carolyn Allen Yes

MINUTES:

Discussion was held regarding the monthly financial report. There was a question regarding the \$3524.02 expense on the financial report. The staff explained that those expenses were listed on the itemized report for RC Sales and Midwest Printing. A motion

was made by Shawna Calico to accept the financial report. The motion was seconded by Carolyn Allen. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton ____

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held regarding the voter database software and the need to update and have the capability to produce reports and make the system more user friendly. A motion was made by Carolyn Allen to continue working with Maxim on an as needed basis. The motion was seconded by Shawna Calico. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton ____

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held to have continued service with OU-CSA to assist with the mapping for the street guides in the voter database. Mrs. Parnell stated that OU-CSA will provide a bi-monthly report of updates. A motion was made by Carolyn Allen to contract with OU-CSA on a as needed basis and to continue using OU-CSA mapping. The motion was seconded by Shawna Calico. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton ____

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held regarding the resolution for the Safety Deposit Box. Mr. Chaffin stated that the resolution was drafted from previous minutes in which the Commission agreed to have at least one office staff and one Commissioner when accessing the safety deposit box. A motion was made by Carolyn Allen to approve the resolution and to send it to the Tribal Council on November 13, 2013 and for all Commissioners to be cc'd on the e-mail when the resolution is sent. The motion was seconded by Shawna Calico. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton ____

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held regarding the update for election equipment search. Mrs. Parnell stated that the vendor Hart from Austin, Texas will be here on November 18, 2013. No further action taken.

Discussion was held to have the Administrator report include the number of voter registration forms received in the month, the number of forms processed, the number of registrations canceled and for what reason, deceased, relinquished or canceled. A motion was made by Shawna Calico to have the proposed report items in the Administrative report and to send the report to the Tribal Council for the monthly Rules report. The motion was seconded by Teresa Hart. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held to include a report of balances on all Election Commissioners contracts and supplies needed to purchase for the office and all departments, with each monthly financial report. Supplies should be defined as voter outreach supplies, general office supplies, or Commission supplies. A motion was made by Shawna Calico to approve the report. The motion was seconded by Teresa Hart. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held regarding the need to include Teresa Hart on the Election Sub-Committees. Martha Calico stated that she would resign from the Rules/Policies sub-committee and to add Teresa Hart as the replacement. A motion was made by Shawna Calico to have Teresa Hart, Carolyn Allen and Wanda Beaver on the Rules/Policies sub-committee. The motion was seconded by Carolyn Allen. A roll call vote was taken and the motion was approved unanimously.

Bill W. Horton

Teresa Hart Yes

Martha Calico Yes

Shawna Calico Yes

Carolyn Allen Yes

Discussion was held to allow Connie Parnell to have the vault codes for entry. Mr. Horton stated that the same protocol for entry would apply (two Commissioners and one staff) at all times except for times when the staff did filing for the voter registration forms. A motion was made by Carolyn Allen to have Wanda give Connie the access codes to the vaults so that she can take care of things in the vault and to document in writing when these things are accessed. The motion was seconded by Shawna Calico. A roll call vote was taken and the motion was approved by a vote of 3 yeas and 1 nay.

Bill W. Horton

Teresa Hart Yes

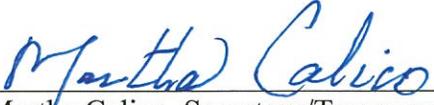
Martha Calico No

Shawna Calico Yes

Carolyn Allen Yes

Mr. Chaffin stated that he did not have any information for discussion under executive session.

A motion was made by Shawna Calico to adjourn at 5:15 p.m.



Martha Calico, Secretary/Treasurer