

CHEROKEE NATION ELECTION COMMISSION
REGULAR MEETING
ELECTION SERVICES MEETING ROOM
MAY 13, 2014 - MINUTES

CALL TO ORDER/ROLL CALL:

THE MEETING OF THE ELECTION COMMISSION WAS CALLED TO ORDER AT 4:04 PM ROLL CALL WAS TAKEN AND A QUORUM WAS ESTABLISHED.

COMMISSION: BILL HORTON, CHAIRMAN
TERESA HART, VICE CHAIRPERSON
MARTHA CALICO, SECRETARY/TREASURER
SHAWNA CALICO, COMMISSIONER
CAROLYN ALLEN, COMMISSIONER
OFFICE STAFF: CONNIE PARNELL

COMMISSION ATTORNEY: HARVEY CHAFFIN

MINUTES OF THE MEETINGS HELD MARCH 11, 2014 AND APRIL 8, 2014 WERE PRESENTED. A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY TERESA HART TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

MS. PARNELL PRESENTED THE FINANCIAL ANALYSIS REPORT AND THE GENERAL LEDGER REPORT, DATED 5-8-14, AS WELL AS THE 2015 FY BUDGET REQUEST FORM. MS. PARNELL STATED THE 2015 FY BUDGET HAS BEEN APPROVED. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY SHAWNA CALICO TO APPROVE THE FINANCIAL REPORT AND THE FY 15 BUDGET. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

MS. PARNELL ALSO PRESENTED INFORMATION FROM MS. TRISHA GIFFORD OF THE CHEROKEE NATION THAT THE LINE APPROVED FOR THE ELECTION COMMISSION HAS NOT BEEN USED OR BEING USED. AFTER DISCUSSION A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY TERESA HART TO CANCEL THE LINE COMPLETELY UNTIL FURTHER NOTICE. MOTION CARRIED.

BILL W. HORTON _____
TERESA HART ___ YES

MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

MS. PARNELL PRESENTED A REPORT ON THE NUMBER OF REGISTERED VOTERS AS OF 5-12-2014 BEING 60,675 AND STATED THAT MR. MCCLURE HAS WORKED VERY HARD ON GETTING OUR VOTER LIST CURRENT. COMMISSION ALLEN ALSO STATED THAT THE ELECTION STAFF SHOULD BE COMMENDED FOR THEIR WORK.

MS. PARNELL PRESENTED INFORMATION FROM "OKLAHOMA MAILING EQUIPMENT" AND A LEASE AGREEMENT THAT WOULD COST \$390.00 PER MONTH FOR 63 MONTHS. MS. PARNELL SUGGESTED THAT BECAUSE THE ELECTION COMMISSION WILL MAIL OUR OWN BALLOTS AND REQUEST FORMS THE CURRENT MAILING METER IS NOT SUFFICIENT. AFTER DISCUSSION A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY SHAWNA CALICO TO APPROVE THIS LEASE. MOTION CARRIED.

ATTACHMENT #1
BILL W. HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

MS. PARNELL PRESENTED TWO AGREEMENTS FROM THE "UNIVERSITY OF OKLAHOMA" SPATIAL ANALYSIS CENTER FOR FY 2015 IN THE AMOUNT NOT TO EXCEED \$41,905.00 AND FY 2014 IN THE AMOUNT NOT TO EXCEED \$5,000.00 FOR MAPPING CONTRACTS TO UPGRADE TO CHRONICLE. A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY CAROLYN ALLEN TO APPROVE BOTH AGREEMENTS. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

MS. PARNELL PRESENTED TWO "PRICING QUOTES" FROM HART INTERCIVIC FOR ADDITIONAL EQUIPMENT NEEDED BY THE ELECTION COMMISSION. ONE QUOTE WAS FOR 25 MACHINES & LICENSES & SUPPORT IN THE AMOUNT OF \$157,125.00 AND ONE QUOTE FOR 30 MACHINES & LICENSES & SUPPORT IN THE AMOUNT OF \$188,550.00. THE COMMISSION STATED BECAUSE OF THE INCREASED NUMBER OF VOTING PRECINCTS FOR THE NEXT ELECTION THE 30 MACHINES WOULD BE NEEDED. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY TERESA HART TO APPROVE THE 30 MACHINES QUOTE. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

A CHEROKEE NATION ELECTION COMMISSION RESOLUTION ADOPTING CONTRACTING POLICIES AND PROCEDURES WAS DISCUSSED. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY SHAWNA CALICO TO APPROVE THE ATTACHED RESOLUTION. MOTION CARRIED. ATTACHMENT #2

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

DISCUSSION WAS HELD CONCERNING THE REPRODUCTION FEE SCHEDULE. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY TERESA HART TO APPROVE THIS SCHEDULE ADOPTED APRIL 8, 2014 OF \$3.00 PER HOUR. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY TERESA HART TO GO INTO EXECUTIVE SESSION AT 5:24 PM. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY CAROLYN ALLEN TO RECONVIENE THE MEETING AT 6:50 PM. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

DISCUSSION WAS HELD CONCERNING THE CLERK 1 POSITION THAT JOSEPH MCCLURE CURRENTLY HOLDS. A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY TERESA HART TO PROMOTE JOSEPH

MCCLURE TO THE AVAILABLE CLERK II POSITION AT A RATE OF \$11.00 PER HOUR EFFECTIVE MAY 19, 2014. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

DISCUSSION WAS HELD CONCERNING THE TWO STAFF POSITIONS THAT NEED TO BE FILLED, THE ADMINISTATOR AND THE CLERK 1 POSITION. A MOTION WAS MADE BY SHAWNA CALICO AND SECONDED BY CAROLYN ALLEN TO ADVERTISE THESE TWO POSITIONS AND HIRE AND TO REFER THIS DUTY TO THE ELECTION COMMITTEE. MOTION CARRIED.

BILL HORTON _____
TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___ YES
CAROLYN ALLEN ___ YES

THERE BEING NO FURTHER BUSINESS CONDUCTED A MOTION WAS MADE BY SHAWNA CALICO TO ADJOURN.



MARTHA CALICO, SECRETARY/TREASURER