

CHEROKEE NATION ELECTION COMMISSION
ELECTION COMMISSION MEETING ROOM
REGULAR MEETING MINUTES
JULY 12, 2016

CALL TO ORDER/ROLL CALL

THE MEETING OF THE ELECTION COMMISSION WAS CALLED TO ORDER AT 4:07 PM ROLL CALL WAS TAKEN AND A QUORUM WAS ESTABLISHED.

COMMISSION: SHAWNA CALICO, CHAIRPERSON
TERESA HART, VICE CHAIRPERSON
MARTHA CALICO, SECRETARY/TREASURER
PAM SELLERS, COMMISSIONER

COMMISSION ATTORNEY: HARVEY CHAFFIN

COMMISSION STAFF: CONNIE PARNELL, BROOKE TILLISON,
ELIZABETH CATRON

A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS TO APPROVE THE MINUTES OF THE MEETING HELD JUNE 14, 2016. MOTION CARRIED.

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

ADMINISTRATOR'S REPORT: PRESENTED BY BROOKE TILLISON
A REPORT OF REGISTRATION STATISTICS FROM JUNE 1, 2016 TO JULY 1, 2016 WITH A TOTAL OF 457 VOTER REGISTRATION FORMS RECEIVED WAS PRESENTED, ALONG WITH THE FINANCIAL REPORT DATED JULY 11, 2016. A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS TO APPROVE THE REPORT AS PRESENTED. MOTION CARRIED.

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

ELECTION SERVICES DIRECTOR REPORT: CONNIE PARNELL STATED SHE IS CURRENTLY WORKING ON ADDRESSES WITH 1800 COMPLETED, AND SHE STATED THAT 18 STREET SEGMENTS HAVE BEEN ADDED TO THE DATABASE. MS. PARNELL HAS BEEN WORKING WITH THE STAFF ON ELECTION SETUP TRAINING. A MOTION WAS MADE BY TERESA HART AND

SECONDED BY MARTHA CALICO TO APPROVE THE REPORT AS PRESENTED.
MOTION CARRIED.

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

ATTORNEY'S REPORT: MR. CHAFFIN STATED NONE AT THIS TIME.

MS. TILLISON PRESENTED THE SECOND PRESS RELEASE FOR THE
COMMISSION. A MOTION WAS MADE BY TERESA HART AND SECONDED
BY PAM SELLERS TO APPROVE THIS RELEASE. MOTION CARRIED.

ATTACHMENT#1
TERESA HART ___ YES
CAROLYN ALLEN ___
SHAWNA CALICO ___
MARTHA CALICO ___ YES
PAM SELLERS ___ YES

CHEROKEE NATION ELECTION COMMISSION "BYLAWS"
A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS
TO APPROVE A RESOLUTION ADOPTING AMENDED BYLAWS FOR THE
COMMISSION. MOTION CARRIED. ATTACHMENT #2

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

CHEROKEE NATION ELECTION COMMISSION "RULES AND REGULATIONS"
A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS
TO APPROVE A RESOLUTION ADOPTING AMENDED RULES AND
REGULATIONS FOR THE COMMISSION. MOTION CARRIED. ATTACHMENT
#3.

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

CHEROKEE NATION ELECTION COMMISSION "PERSONNEL POLICIES AND
PROCEDURES HANDBOOK"

A MOTION WAS MADE BY PAM SELLERS AND SECONDED BY TERESA HART
TO APPROVE A RESOLUTION ADOPTING AMENDED PERSONNEL POLICIES

AND PROCEDURES FOR THE COMMISSION. MOTION CARRIED.

ATTACHMENT #4

TERESA HART ___ YES

MARTHA CALICO ___ YES

SHAWNA CALICO ___

CAROLYN ALLEN ___

PAM SELLERS ___ YES

CHEROKEE NATION ELECTION COMMISSION "PAY SCALE"

A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS TO APPROVE A RESOLUTION ESTABLISHING A PAY SCALE. MOTION CARRIED. ATTACHMENT #5 THREE PAGES

TERESA HART ___ YES

MARTHA CALICO ___ YES

SHAWNA CALICO ___

CAROLYN ALLEN ___

PAM SELLERS ___ YES

DISCUSSION WAS HELD CONCERNING MERIT PAY INCREASES FOR THE POSITIONS OF CLERK I, CLERK 11, CLERK 111. AFTER DISCUSSION A MOTION WAS MADE TERESA HART AND SECONDED BY MARTHA CALICO TO APPROVE A .25 CENT INCREASE FOR CLERK I AND A \$1.00 INCREASE FOR CLERK 111. MOTION CARRIED.

TERESA HART ___ YES

MARTHA CALICO ___ YES

SHAWNA CALICO ___

CAROLYN ALLEN ___

PAM SELLERS ___ YES

A MOTION WAS MADE BY TERESA HART AND SECONDED BY PAM SELLERS TO GO INTO EXECUTIVE SESSION AT 4:32 PM. MOTION CARRIED.

TERESA HART ___ YES

MARTHA CALICO ___ YES

SHAWNA CALICO ___

CAROLYN ALLEN ___

PAM SELLERS ___ YES

A MOTION WAS MADE BY MARTHA CALICO AND SECONDED BY TERESA HART TO RECONVENE THE OPEN MEETING AT 5:59 PM. MOTION CARRIED.

TERESA HART ___ YES

MARTHA CALICO ___ YES

SHAWNA CALICO ___

CAROLYN ALLEN ___

PAM SELLERS ___ YES

CHAIRPERSON, SHAWNA CALICO REPORTED:

THERE WAS NO ACTION NEEDED FOR PENDING LITIGATION.

A MOTION WAS MADE BY TERESA HART AND SECONDED BY MARTHA CALICO TO APPROVE THE ADMINISTRATOR'S PERFORMANCE APPRAISAL. MOTION CARRIED.

TERESA HART ___ YES
MARTHA CALICO ___ YES
SHAWNA CALICO ___
CAROLYN ALLEN ___
PAM SELLERS ___ YES

THERE BEING KNOW FURTHER BUSINESS CONDUCTED A MOTION WAS MADE BY TERESA HART TO ADJOURN AT 6:01 PM
MOTION CARRIED.



MARTHA CALICO, SECRETARY-TREASURER