NORTH FORK RANCHERIA OF MONO INDIANS OF CALIFORNIA

SPECIAL COUNCIL MEETING

Meeting Minutes

I. Call to Order

Tribal Chairperson Elaine Fink, called to order the special meeting of the North Fork Rancheria at **10:07 a.m.** on **June 23, 2020** via Zoom Conference Meeting.

II. Moment of Silent Prayer

A moment of Silent Prayer was observed.

III. Roll Call

Tribal Secretary, Katrina Guitierez conducted a roll call. The following Council members were present: Elaine Fink, Fred Beihn, Katrina Guitierez, Maryann McGovran and Jacquie Van Huss.

Staff Present:

IV. Approval of Meeting Agenda

Treasurer McGovran motioned to approve the agenda with changes. Secretary Guitierez seconded. Mc 5/0/0

V. Approval of Previous Meeting Minutes

The previous meeting minutes of 6/7/18, 6/4/20, 6/11, & 6/18 were tabled until completed.
The precious meeting minutes of 2/18/20 were tabled until a quorum is reached.

VI. New Business

1. ***Chairperson Fink***
   a. COVID-19
      1. New California State Requirement
         A discussion was held regarding particles and what is left in the air and how it circulates, etc. Tribal Council agreed to have CFO do some research on air purifiers and UV light stands. Tribal Council also agreed that all staff must wear masks.

2. ***Treasurer McGovran***
   a. Indigenous Mother's Conference
      Treasurer McGovran reported that the Indigenous Committee had wanted to cancel the conference but it was reported that staff had already booked the Tachi Palace for the Conference. After discussion, Tribal Council agreed to cancel the conference.

b. Cleaning Company Clovis
Treasurer McGovran reported that Clovis Supervisor requested to have a cleaning company do the cleaning of the office to have it thoroughly cleaned on a continual basis. Tribal Council agreed for the Supervisor to do a procurement.

3. ***Secretary Guitierez***
a. Fresno Bee Ad
Secretary Guitierez requested to fly an ad in the Fresno Bee for the following positions: TANF Transportation Supervisor, EPD Admin Assistant, Maintenance Worker, Cultural Monitor, and Cultural Monitor Apprentice.
Council Member Van Huss motioned to approve the ad in the amount of $2,871.00. Vice-Chairperson Beihn seconded. Mc 5/0/0

VII. Unfinished Business

1. ***Secretary Guitierez***
a. Vehicle Policy – Admin Staff
NF TANF, and Admin staff will review and sign.

b. TANF Supervisor Interview Date
The interview panel will be Chairperson Fink and Council Member Van Huss on July 10th starting at 10 a.m. at the Atascadero office.
Treasurer McGovran motioned for Chairperson Fink and Council Member to travel to Atascadero for interview. Vice-Chairperson Beihn seconded. Mc 5/0/0

c. Language Coordinator Interview Date
The interview panel will be Chairperson Fink, Secretary Guitierez, and EPD Director, Christina McDonald on July 1, 2020 – 10a.m.

2. ***Treasurer McGovran***
a. Elder Food Distribution
Treasurer McGovran reported that elders are stating that they have too much food and so she suggested for staff to get rid of what is current now and the next delivery will be cleaning supplies, etc. Tribal Council agreed and that deliveries will be every other week. Proposal – Tribal Council reviewed the proposals from Naylor Delivery and Same Day Courier.

Council Member Van Huss motioned to accept Naylor Delivery for the elder food distribution in the amount of $4,120.00. Vice-Chairperson Beihn seconded. Mc 4/0/1 with Chairperson Fink abstaining.

Delivery will commence July 6, 2020.

b. Tribal Council Meetings
A discussion was held regarding the ideas that can be done to have citizens come to the meetings with by having zoom meetings and how zoom meetings can be handled. Some Council Members suggested to have a procedure in place before so that citizens would know what to do during the meetings in case they have any questions or anything. Treasurer McGovran will develop and procedure and get with IT Director for assistance.

c. CVIH
Tribal Council agreed not to host the Central Valley previously scheduled for August 27, 2020 due to COVID-19. Chairperson Fink will send an email to Executive Director, Chuck Fowler to inform him of Tribal Council's decision.

3. ***Chairperson Fink***
a. Election
A discussion was held regarding the election process and what can be done in order to carry out the November election. Council Member Van Huss reported that she will contact a Tribe that has worked with a vendor for a voting equipment. She will report back to Tribal Council.

Council Member Van Huss motioned to go into executive session @ 11:34 a.m. Secretary Guitierez seconded. Mc 5/0/0

VIII. Executive Session

1. ***Secretary Guitierez***
a. HR Update
An update was given.

b. HR Interview
An update was given.

c. Tribal Citizen
An update was given.

d. Updates – Committee Members
An update was given.

2. ***Treasurer McGovran***
a. Personnel
A discussion was held.

b. GNB Contract

Treasurer McGovran motioned to extend the contract for another 3 months not to exceed $42, 000.00 or September 31, 2020. Council Member Van Huss seconded. Mc 3/2/0

c. TANF Update
A discussion was held.

d. Bathroom Admin – 2nd Floor
A discussion was held.
Council Member Van Huss motioned to get 3 quotes for the bathroom door. Treasurer McGovran seconded. Mc 5/0/0

e. Record Access Request
A discussion was held.

3. Chairperson Fink
   a. Evaluation
   An update was given.

Secretary Guitierez motioned to come out of executive session @ 12:58 p.m. Council Member Van Huss seconded. Mc 5/0/0

IX. Mail / Travel

1. ***Valley Children's Algeria Guild***
   Treasurer McGovran motioned to donate $2,500.00. Council Member Van Huss seconded. Mc 5/0/0

2. ***NCAI Crime Victims services***
   This item was tabled until Thursday.

3. ***WEWIN Virtual Conference***
   $100 – virtual – July 28, 2020
   9am to 3 pm – Chairperson Fink, Secretary Guitierez, Treasurer McGovran, and Council Member agreed to sign up.
   Treasurer McGovran motioned to approve to pay $100 each. Council Member Van Huss seconded. Mc 5/0/0

X. Adjournment

Council Member Van Huss motioned to adjourn @ 1:06 p.m. Vice-Chairperson Beihn seconded. Mc 5/0/0

Minutes submitted by: **Katrina Guitierez – 07/08/2020**

COUNCIL APPROVAL

At a meeting of the Tribal Council of the North Fork Rancheria, call and convened on the **20th** day of **August, 2020**, at which a legal quorum was present, these minutes were approved as presented by a vote of **5** For **0** Against **0** Abstaining.

DATED this **20th** day of **August, 2020**.

Katrina Guitierez, Tribal Secretary

Judy E. Fink, Tribal Chairperson