

MEMORANDUM

TO: Native American Commission

FROM: Kara Gloe, Community Development Assistant Planner

DATE: March 12, 2018

SUBJECT: Fargo Native American Commission Annual Retreat

The Fargo Native American Commission will hold a special working meeting on Sunday, March 18th at 1:00 p.m. in the Community Room of the Downtown Fargo Public Library, 102 3rd St N, Fargo, ND 58102. If you are not able to attend, please contact staff at 701.241.1474 or planning@FargoND.gov.

NATIVE AMERICAN COMMISSION Sunday, March 18, 2018 Native American Center

AGENDA

- 1) Welcome and Introductions
- 2) Approve Agenda and Minutes
- 3) 2018 Budget
 - (a) Health & Wellness Committee
 - (b) NYE Powwow
- 4) Committees
 - (a) Structure
 - (b) Recruitment
- 5) Updated Sponsorship Forms
- 6) Cross Roads – Guy Fox
- 7) Native American Center Update

Native American Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Tuesday at 8:00 p.m. and Thursday at 5:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at <http://fargond.gov/city-government/boards-commissions/native-american-commission>.

- 8) Indigenous Peoples Day
- 9) Bylaws
- 10) New Member Orientation
- 11) Attendance
- 12) Adjourn

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**BOARD OF NATIVE AMERICAN COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday:

February 24, 2018

A regular meeting of the Board of Native American Commissioners of the City of Fargo, North February 24, 2018.

The Native American Commissioners present or absent were as follows:

Present: Sharon White Bear, Maylynn Warne, Ruth Buffalo, Clinton Alexander, Lenore King, and Guy Fox

Absent: John Strand, Rebecca Knutson, & Francis Oakgrove

Also Present: Kara Gloe, Nicole Crutchfield (City of Fargo), Vince Kempf (Cultural Liaison Officer)

Item 1. Welcome and Introductions

Chair White Bear welcomed Members to the meeting and introductions were made.

Item 2. Getting to Work

Ms. White Bear resolved to moved to Committee of the Whole.

Consensus Item: Align the budget to reflect the funding sources accurately and simplify the tracking so it is clear and transparent, also reflect the mission of the Native American Commission.

Consensus Item: Reinstate the process and sponsorship application form to include Native American Commission alignment with mission and/or partnership with Native American partners. Requests of \$300 or less can be approved on the spot at Native American Commission meetings. Requests of \$300 or more have to be vetted by the finance committee and voted on by the full Native American Commission.

Consensus Item: Proposed 2018 budget will be shared at the March 1st Native American Commission meeting, where we will request committees send individual budgets and request for April meeting.

Consensus Item: The Native American Commission scheduled another working meeting for March 18th at 12:00 p.m.

Consensus Item: The Native American Commission will immediately support the family of Christopher Thumb and will work for long-term change by engaging the officials of the school system.

Native American Commission
February 24, 2018

Consensus Item: The Native American Commission will request an independent agency review the Fargo Indian Education Program.

All members present affirmed aye and the motion to approve all the consensus items was carried.

Native American Commission Budget 2018 - PROPOSED

Total Budget

\$45,200.00

Description	2018		
	Administrative FY'18	Social Service/CDG FY '18	Total
Administration	\$200.00	\$800.00	\$1,000.00
Meeting Supplies, plaques, name takes, workshops			
Retreat			
Advertising of NAC Events			
Executive Committee	\$1,000.00	\$8,000.00	\$9,000.00
Community Picnic	\$500.00	\$2,000.00	\$2,500.00
Sponsorship Applications		\$1,500.00	\$1,500.00
Indigenous Peoples Day	\$500.00	\$4,500.00	\$5,000.00
Sweat Lodge Committee	\$4,900.00	\$7,500.00	\$12,400.00
Sweat Lodge Operation	\$1,500.00	\$3,500.00	\$5,000.00
Round Dance	\$3,400.00	\$4,000.00	\$7,400.00
Public Relations Committee	\$1,000.00	\$2,000.00	\$3,000.00
Budget	\$200.00	\$1,500.00	\$1,700.00
Police Picnic	\$300.00	\$500.00	\$800.00
MMIW Event	\$500.00		\$500.00
Education Committee	\$2,000.00	\$13,000.00	\$15,000.00
Budget	\$1,000.00	\$3,000.00	\$4,000.00
Woodlawn & High Plains Powwow (sponsorship)	\$1,000.00		\$1,000.00
Crossroads Powwow (sponsorship)		\$10,000.00	\$10,000.00
Health & Wellness Committee	\$1,100.00	\$3,700.00	\$4,800.00
Budget	\$500.00	\$2,500.00	\$3,000.00
Fargo Marathon	\$600.00	\$1,200.00	\$1,800.00
Total	\$10,200.00	\$35,000.00	\$45,200.00

Native American Commission Budget 2018 - PROPOSED

Total Budget

\$45,200.00

Description	2018		
	Social Service/CDG FY '18	Amount Paid	Remaining Budget
Administration	\$1,500.00	\$164.51	\$1,335.49
Meeting Supplies, plaques, name takes, workshops, retreats	\$1,000.00	\$164.51	\$835.49
Community Honoring	\$500.00		\$500.00
Executive Committee	\$9,000.00	\$0.00	\$9,000.00
Community Picnic	\$2,500.00		
Sponsorship Applications	\$1,500.00		
Indigenous Peoples Day	\$5,000.00		
Sweat Lodge Committee	\$5,000.00	\$600.00	\$4,400.00
Sweat Lodge Operation	\$5,000.00	\$600.00	\$4,400.00
Public Relations Committee	\$2,500.00	\$518.00	\$1,982.00
Advertising of NAC Events	\$1,000.00		
Police Picnic	\$800.00		
MMIW Event	\$700.00	\$518.00	\$182.00
Education Committee	\$15,000.00	\$1,000.00	\$14,000.00
Budget	\$4,000.00		
Woodlawn & High Plains Powwow (sponsorship)	\$1,000.00	\$1,000.00	\$0.00
Crossroads Powwow (sponsorship)	\$10,000.00		
Health & Wellness Committee	\$12,200.00	\$1,439.88	\$10,760.12
Budget	\$3,000.00		
Fargo Marathon	\$1,800.00		
NYE Powwow	\$7,400.00	\$1,439.88	\$5,960.12
Total	\$45,200.00	\$3,722.39	\$41,477.61

Organization	Amount	Date Paid	Committee	
Potty Shacks	\$300.00	1/23/2018	Sweat Lodge	
Government to Government Conference	\$50.00	1/30/2018	Executive Committee	
Ramada Hotel	\$167.40	2/2/2018	Executive Committee	
Maylynn Warne - MMIW	\$518.00		Public Relations	\$217.40
Sandy's Donuts	\$52.89	2/24/2018	Executive Committee	
NDSU Business Office - WHPP	\$1,000.00		Education	
Civic Center - NYE Powwow	\$1,439.88			
Potty Shacks	\$300.00		Sweat Lodge	



Native American Commission 2018 Committee List

1. Human Trafficking Liaison
 - a. Ruth Buffalo
 - b. Chalsey Snyder
2. Mayors' Task Force (MMIW)
 - a. Ruth Buffalo
 - b. Sharon White Bear
 - c. Clinton Alexander
 - d. Willard Yellow Bird
3. Education Committee
 - a. Rebecca Knutson
 - b. Guy Fox
 - c. Chalsey Snyder
 - d. Aaron Mattson
4. Executive Committee
 - a. Sharon White Bear – Chair
 - b. Lenore King – Vice Chair
 - c. Francis Oakgrove – Treasurer
5. Sweat Lodge
 - a. Guy Fox
 - b. Kara Gloe
 - c. Francis Oakgrove
 - d. Audra Stonefish
6. Public Relations
 - a. Ruth Buffalo
 - b. Maylynn Warne
 - c. Sharon White Bear
7. Health & Wellness
 - a. Clinton Alexander
 - b. Ruth Buffalo
 - c. Lenore King



CITY OF FARGO NATIVE AMERICAN COMMISSION

Sponsorship Application

Please complete this application to apply for City of Fargo Native American Commission sponsorship funds. You will be contacted by City staff if additional information is required.

The Fargo Native American Commission (NAC) assists in funding events that fit within its mission to work together to strengthen the Native American Community to promote understanding, recognition and respect for Native American cultures and to enrich the whole community. If the NAC commits funds to an event, it must be listed as a sponsor in all publicity. The NAC will consider written funding requests monthly, with a deadline of the 1st of each month, and will make decisions with consideration of budget constraints and established budget line items. Priority will be given to organizations/events who have not received funding in the same calendar year. If you would like more information about NAC sponsorships, please contact the Fargo Planning Department at 701-476-4143 or kgloe@FargoND.gov.

ORGANIZATION NAME: _____

PROGRAM/PROJECT NAME: _____

DATE SUBMITTED: _____

AMOUNT REQUESTED: \$ _____

Date of event:

PLEASE ATTACH A PROJECT SUMMARY, INCLUDING A DESCRIPTION OF WHAT THE FUNDS WILL BE USED FOR (attach summary and description on the back of this page or on another sheet)

BASIC INFORMATION:

Address: _____

Contact Name: _____ Phone: _____

Fax: _____ E-mail: _____

Legal structure of organization (ex. Non-profit or for profit, 501(c) (3), etc.) _____

Mission and Actions: In one or two sentences, what are you planning to do? Please attach additional information as applicable.

By-laws

Article 1. Name

City of Fargo Native American Commission

Article 2. Purpose

Mission: The mission of the Native American Commission (NAC) is to work together to strengthen the Native American community in order to promote understanding, recognition, and respect for Native American cultures and enrich the whole community.

Article 3. Membership

- A. Nine members consisting of seven representatives of the local Native American community as well as a representative of the Fargo City Commission and a representative of the Fargo Public Schools Board of Education
- B. Appointments are made by the Mayor of Fargo
- C. The commission is charged with developing recommendations for City participation in Native American projects/programs, identifying Native American assets, evaluating existing information on local Native American assets and needs, and providing oversight to city-funded Native American projects/programs/facilities.
- D. Interested applicants may contact the City of Fargo for application procedures and deadlines
- E. Terms of members
 - a. June 2006 members shall serve terms as specified by the Mayor
 - b. Subsequent appointments for membership shall be for three years
- F. Vacancies
 - a. The Major shall appoint a replacement when a vacancy occurs and that appointment shall serve to complete the term that becomes vacant.
- G. Duties of members
 - a. Serve on two NAC's standing committees
 - b. Attend regular and special meetings of the NAC
 - c. Follow guidelines of job description
- H. Removal of membership
 - a. A two-thirds vote for recommendation of removal of an officer is needed. Once a recommendation of removal is attained it would be sent immediately to the Mayor of Fargo for consideration.

Article 4. Officers

A. List of Officers

- a. Chair
- b. Vice-Chair
- c. Treasurer

B. Method of selection

- a. Election from Native American Commission membership

C. Duties of each officer

- a. Chair – preside over regular meetings, send meeting agenda three days prior to meeting; notify members of meeting date, time, and location three days prior to meeting date.
 - i. Cultural Planner (or other designated City of Fargo staff employee) shall assist the Chair in pre-meeting duties such as but not limited to disseminating the meeting agenda to appropriate members, and notification of members regarding meeting date, time, and location.
- b. Vice-Chair – preside over meetings in the absence of the Chair, coordinate the storing and distribution of NAC records, coordinate minute taking at regular and special meetings of the NAC.
- c. Treasurer – report to the Commission on the NAC budget activities and coordinate budget activities with City of Fargo officials

D. Terms of Officers

- a. Chair will serve for one year
- b. Vice-Chair will serve for one year
- c. Treasurer will serve for one year

E. Method of filling vacancy

- a. Vice-Chair will become Chair of Commission for the following year
- b. A Vice-Chair will be elected by NAC members
- c. A Treasurer will be elected by NAC members

F. Removal of officers

- a. A two-thirds vote for removal of an officer is needed

Article 5. Meetings

A. Regular:

- a. All NAC members and the public will be notified at least three days in advance of a regular meeting of the NAC. The notice will include date, time and place.

- b. An agenda will be sent to commissioners at least three days prior to a meeting and will include usual order of business with time for public comment period at a specified time
- B. Special meetings
 - a. A chair or a majority of the NAC may call a special meeting
 - b. All NAC members and the public will be notified at least three days in advance of a special meeting of the NAC. The notice will include date, time, and place.
 - c. An agenda will be sent to commissioners at least three days in advance of a special meeting and will include usual order of business with time for public comment period at a specified time
- C. Quorum
 - a. A total of five (5) NAC members shall be present
- D. Public Comment Period
 - a. The time allowed for public comment at Commission meeting shall be limited to five (5) minutes per person, at the end of the meeting.
 - b. The time allocated for comment will be kept by a person designated by the commission.
 - c. The person(s) choosing to speak at the meeting shall be succinct, to the point, and have their remarks prepared within the guidelines accented by the NAC.
 - d. This limit shall remain within a reasonable time for public broadcast on local television.
 - e. The Commission does not specifically support any comment provided by a member of the public without due consideration, and by a vote of the majority of the commission at a later date.
 - f. The commission reserves the right to end any person's comment due to time constraints.
- E. Reschedule and/or Cancellation of Meetings
 - a. If an upcoming meeting is known to be unable to achieve a quorum, the meeting must be scheduled for a later date within the same month.
 - b. Upon recommendation the three officers must agree to cancel the meeting.
 - c. If no officers are available, process of rescheduling the meeting is left to the most senior member of the NAC.
 - d. In the event this cannot be accomplished, the meeting can be cancelled.

Article 6. Committees

A. Standing committees:

- a. Each committee must include NAC members, who shall be the majority, and others representing the interests of the NAC.
- b. Committees will report back to the full NAC monthly

- c. No action may be taken at standing committee meetings, unless previously approved by NAC at large meetings. Any recommendations for action outside previous approval must be brought before the NAC for discussion/vote.
- d. Approved Native American Commission Committees:
 - 1. Finance
 - i. Three NAC members, including the Chair shall develop an annual budget for NAC activities to be brought before the NAC for a vote before the beginning of the new fiscal year
 - ii. Recommendations for budget requests must be reviewed by committee before a vote for the NAC at large
 - iii. Vacancies shall be appointed by the NAC Chair.
 - 2. Roles and Responsibilities
 - 3. Sweat Lodge
 - 4. Public Relations
 - 5. Health and Wellness
 - 6. Education
 - 7. Special Projects
- e. The NAC Goals will determine standing committees
 - 1. The NAC Membership on committees shall be determined by the Native American Commission

Article 7. Amendments to bylaws

- A. Recommended amendments to these by-laws shall be presented at a NAC regular meeting 30 days prior to a vote on the recommended amendment.
- B. Each member shall consider the amendment in written form.
- C. A majority vote of the NAC members at a regular meeting shall constitute an amendment to the by-laws.

Article 8. Dissolution

- A. The City of Fargo may dissolve the Native American Commission according to City policy.

By-laws of the City of Fargo Native American Commission were approved by the Native American Commission at a regular meeting on Thursday, June 14, 2007.

~~Revised and Approved September 11, 2008~~

Revised and Approved June 13, 2013