AGENDA
SPECIAL MEETING
September 24th, 2020
5:00 P.M.

I. Call to order
II. Roll call
III. Approval of Minutes from the August 11th Regular Meeting
IV. Approval of Minutes from the September 10th Special Meeting
V. Old Business-None
VI. Current Items
   a. Consideration and possible action regarding signature verification for FY2021
   b. Consideration and possible action regarding changes to implement Council
      amendments to the Election Law including Rules & Regulations, Procedures
      and Forms
   c. Consideration and possible action on FY2021 Merit Increase
VII. Executive Session
   a. Confidential discussion with attorney on pending litigation, claims,
      investigations or protests
   b. Personnel
   c. Exit Executive Session
VIII. Action from Executive Session
IX. Announcements
X. Adjourn

September 23, 2020 by 5:00 PM
Cherokee Nation Election Office
17753 S. Muskogee Ave
Tahlequah, OK 74464

Chairperson: Shawna Calico

Posted by: [Signature]
MINUTES
SPECIAL MEETING
September 24, 2020
CHEROKEE NATION ELECTION COMMISSION

Call to order/Roll call of Commissioners:

The meeting of the Cherokee Nation Election Commission was called to order by Chairperson Shawna Calico at 5:21 p.m.

Commissioner Rick Doherty called roll and a quorum was established with the following commissioners present:

Shawna Calico- Chairperson
Pamela Sellers- Vice-Chair
Rick Doherty- Secretary/Treasurer
Randy Campbell - Commissioner
Elizabeth Ballew- Commissioner

Office staff present was Marcus Fears

Election Commission Attorney Harvey Chaffin was present

Approval of Minutes:

Chairperson Shawna Calico asked for approval and/or discussion of the minutes of the August 11, 2020 Regular Meeting. Pam Sellers made a motion which was seconded by Elizabeth Ballew to approve the minutes. The motion was approved by all commissioners.

Chairperson Shawna Calico asked for a motion to table the minutes of the September 10, 2020 Special Meeting. Pam Sellers made a motion which was seconded by Randy Campbell to table the minutes until the next meeting. The motion was approved by all commissioners.

Old Business:

There were no items under old business.

Current Items:

a.) Consideration and possible action regarding signature verification for FY2021: Discussion was held that the Administrator would continue to be the signature verification for and up to $25,000. Pam Sellers made a motion which as seconded by Elizabeth Ballew. The motion was approved by all commissioners.

b.) Consideration and possible action regarding changes to implement Council amendments to the Election Law including Rules & Regulations, Procedures and Forms: Discussion was held that the staff will begin working on the forms for the 2021 election cycle as well as review any changes
needed to the Rules & Regulations. Pam Sellers made a motion which as seconded by Elizabeth Ballew. The motion was approved by all commissioners.

c.) Consideration and possible action on FY2021 Merit Increase: Rick Doherty made a motion which was seconded by Pam Sellers to go into Executive Session at 7:05pm. The motion was approved by all commissioners.

Randy Campbell made a motion which was seconded by Pam Sellers to return from Executive Session at 7:23pm. The motion was approved by all commissioners.

Randy Campbell made a motion that was seconded by Elizabeth Ballew for all employees to receive the 3% Merit Increase. The motion was approved by all commissioners.

Announcements:

There were no Announcements.

Adjourn:

Pam Sellers made a motion to adjourn at 7:33 p.m. The meeting was adjourned.

Minutes submitted by Rick Doherty, Secretary
September 25, 2020
Appendix A – Signature Authorization Form

CHEROKEE NATION
SIGNATURE AUTHORIZATION FORM
FISCAL YEAR

Select Department:

☐ This is only a temporary delegation period from _______ to _______

Select the appropriate authorization level. →

[Authorization level up to & including:

THE BELOW EMPLOYEE IS AUTHORIZED TO SIGN FOR PAYMENTS ON BEHALF OF THE ABOVE DEPARTMENT WHOSE EXPENSES ARE CHARGED TO THE FOLLOWING ACCOUNTING UNITS:

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PRINT NAME & TITLE ___________________________ SIGNATURE ___________________________ DATE __________

I hereby delegate signature authority on the above named employee up to the authorization level noted above.

PRINT NAME & TITLE ___________________________ SIGNATURE ___________________________ DATE __________

FINANCIAL RESOURCES AUTHORIZED SIGNATURE

PRINT NAME & TITLE ___________________________ SIGNATURE ___________________________ DATE __________

APPROVED BY: [Name]
[Date]

AUTHORIZATION FOR PAYMENT SIGNATURE AUTHORIZATION FORM REQUIREMENTS POLICY Page 2