

ORDINANCE NO. 1-64, AS AMENDED

Pursuant to Article VI, Section 1, of the Bylaws of the Revised Constitution and Bylaws of the Minnesota Chippewa Tribe, Minnesota, approved by the Secretary of the Interior on March 3, 1964, the following bylaws shall govern the duties of the officers and committee members of the Fond du Lac Reservation Business Committee and its meetings:

**ARTICLE I. DUTIES OF THE OFFICERS AND COMMITTEEMEN
OF THE RESERVATION BUSINESS COMMITTEE**

Section 1. The Chairman of the Reservation Business Committee shall:

- (A) Preside over all meetings of the Reservation Business Committee, except those considering charges brought against him pursuant to Article X of the Constitution of the Minnesota Chippewa Tribe;
- (B) Act as the chief executive officer to administer the policies and instructions of the Reservation Business Committee, exercising general supervision of all other tribal officers and top supervisory tribal employees and to ensure that their respective duties are performed, but shall have no authority to exercise powers vested exclusively in the Reservation Business Committee;
- (C) On the instruction from the Reservation Business Committee and with the Secretary/Treasurer, affix his signature to official documents;
- (D) Countersign warrants duly drawn by the Secretary/Treasurer against funds of the Band;
- (E) Report on all tribal affairs and interests conducted at the Tribal Executive Committee meetings and provide minutes of the TEC meetings to the Reservation Business Committee immediately as they become available;
- (F) Not vote in meetings of the Reservation Business Committee except in the case of a tie.

Section 2. In the absence or disability of the Chairman, a Vice-Chairman shall preside over meetings of the Reservation Business Committee, and when so presiding, he shall have all rights, privileges and duties as set forth above.

Section 3. The Secretary-Treasurer of the Reservation Business Committee shall:

- (A) Cause to be made and maintain a complete and accurate record of all proceedings of all actions taken at each regular and special meeting of the Reservation Business Committee - copies of such minutes to be furnished the Tribal Manager of the Minnesota Chippewa Tribe, the Bureau of Indian

Affairs, and such other persons as shall be designated by the Reservation Business Committee;

- (B) At the direction of the Chairman and the Reservation Business Committee, conduct all correspondence of the Reservation Business Committee and issue tribal and public notices;
- (C) On instruction from the Reservation Business Committee and with the Chairman, affix his signature to official documents;
- (D) Accept, receipt for and safeguard all funds and property of the Band, except land records which are in the custody of the B.I.A. Branch of Realty, and shall keep complete and accurate records of receipts, expenditures and property in strict accordance with accounting procedures or administrative plan set up by the Reservation Business Committee;
- (E) Shall be a bonded officer who shall not receipt for or disburse funds of the Band except as duly authorized by the Reservation Business Committee;
- (F) Procure an independent audit of the accounting records of the Band at least once a year, unless explicitly waived by the Reservation Business Committee, and shall make audit reports available to the Tribal Manager of the Minnesota Chippewa Tribe and the Bureau of Indian Affairs;
- (G) Make audit reports and accounting records available for public inspection by Band members at all reasonable times;
- (H) Be prepared to report at each regular meeting of the Reservation Business Committee the financial condition of the Band, and shall promptly report any and all violations of established fiscal procedures and all unauthorized use of Band funds and property with recommendations for appropriate action.

Section 4. The Committeemen shall acquaint themselves thoroughly with and uphold all tribal governing documents, procedures and programs; shall acquaint themselves with all programs of Federal, State, County, local and private organizations which are available, beneficial and which affect the Indian people of the Fond du Lac Reservation; shall participate in all plans, discussions, recommendations and decisions of the Reservation Business Committee; shall serve to the utmost of their ability on all committees to which they may be appointed.

Section 5. The duties and functions of all appointive committees and employees shall be clearly defined by resolution.

ARTICLE II. MEETINGS OF THE RESERVATION BUSINESS COMMITTEE

Section 1. Regular meetings of the Reservation Business Committee shall be held on the third Thursday of February, May, August and November.

Section 2. Special meetings may be called:

- (A) At any time by the Chairman;
- (B) Upon written request of at least three members of the Reservation Business Committee.

Section 3. Three members of the Reservation Business Committee shall constitute a quorum and Roberts' Rules shall govern its meetings. Except as provided in said Rules, no business shall be transacted unless a quorum is present.

Section 4. The order of business at any meeting so far as possible shall be:

- (A) Call to order by the presiding officer.
- (B) Invocation.
- (C) Roll call.
- (D) Reading and disposal of the minutes of the last meeting.
- (E) Reports of committees and officers.
- (F) Unfinished business.
- (G) New business.
- (H) Adjournment.

ARTICLE III. VACANCY - COMMITTEEMEN

Any resignation causing a vacancy in the Reservation Business Committee shall be filled in accordance with the applicable laws of the Minnesota Chippewa Tribe and the Fond du Lac Band.

ARTICLE IV. INSTALLATION OF RESERVATION BUSINESS COMMITTEE MEMBERS

New members of the Reservation Business Committee who have been duly elected shall be installed in accordance with the applicable laws of the Minnesota Chippewa Tribe and the Fond du Lac Band.

ARTICLE V. AMENDMENTS

These bylaws may be amended or rescinded at any time by appropriate action of the Reservation Business Committee.

ARTICLE VI. MISCELLANEOUS

Section 1. The Reservation Business Committee shall, at the first meeting after an election, elect a Vice-Chairman from among the Reservation Business Committeemen.

Section 2. The Reservation Business Committee shall prepare and adopt an Administrative Plan, establishing written guidelines to be followed in managing and conducting the Band's tribal operations.

CERTIFICATION OF ADOPTION

We do hereby certify that the foregoing Ordinance #1-64, as amended, was duly presented and amended by Ordinance #06/96, adopted by Resolution #1163/96 by a vote of 3 for, 0 against, 0 silent, with a quorum of 4 being present at a Special Meeting of the Fond du Lac Reservation Business Committee held on June 4, 1996 on the Fond du Lac Reservation.

/S/

Robert B. Peacock, Chairman

/S/

Peter J. Defoe, Sec./Treas.