

SEATTLE INDIAN SERVICES COMMISSION

MINUTES OF THE MEETING

November 16th, 2004

Ms. Rosalee Walz-Vice-Chairman at 5:15pm, called the Tuesday, November 16th meeting of the Seattle Indian Services Commission to order.

Present were:

Secretary-Lillian Chappell, Commissioner	American Indian Women's Service League
Shaun Dale, Commissioner	Seattle Indian Center
Iris Friday, Commissioner	American Indian Women's Service League
Augustine McCaffery, Commissioner	United Indians of All Tribes Foundation
Dr. Arnold Troeh	Seattle Indian Center (Replaced by Jack Richards)
Jack N. Richards, Commissioner	Seattle Indian Center- (Re-instated @5:20)
Vice-chair-Rosalee Walz, Commissioner	Seattle Indian Health Board

Absent were:

Chairman-Marty Bluewater, Commissioner	United Indians of All Tribes Foundation
Treasurer-Terry Danysh, Commissioner	Seattle Indian Health Board-called

Staff/Public

Michael Marshall	SISC Executive Director
Carol Peloza	SISC Staff
Art Griffin	SIC Administrative Assistant
Victorine Joyner	SIC

AGENDA ITEMS:

1. Approval of Minutes – The minutes of the September 14th, 2004 SISC Board meeting were discussed. Ms. Walz requested a motion be made to approve the minutes. The motion was so moved by Mr. Richards and seconded by Ms. Chappell, Ms. Friday abstained, the motion carried.

2. Executive Director's Report

Financial Reports

MONTH-CLAIMS	CHECK NUMBERS	TOTAL
JULY	12848 TO 12929	\$103,428.04
AUGUST	12930 TO 12966	\$129,164.77
SEPTEMBER	12967 TO 13019	\$ 74,385.88
OCTOBER	13020 TO 13085	\$104,587.44

WERE JUST DUE & UNPAID OBLIGATIONS OF THE SEATTLE INDIAN SERVICES COMMISSION

Mr. Marshall requested a motion to approve the reports as presented so moved by Mr. Dale and seconded by Mr. Richards, the motion carried.

Leschi Center Roof Bids-We have received three bids Armstrong Roofing \$86,536 to \$120,363, Diamond Roofing for \$177,844, RoofCorp\$106,000 to \$170,000. The only bid to include prevailing wages was the bid from Diamond Roofing, the bids will be brought back to the Commission when the prevailing wages have been included in the other bids.

Leschi Center/Pearl Warren Building-A company was brought in to look at the windows to see if they needed to be replaced, the company suggested that due to the amount of windows experiencing window thermal failure that it would be more cost effective to use a glass company. Royal Glass was contacted and they indicated a price for both buildings, one price indicates that we would need to get

two more bids as the bid exceeded \$10,000. The original bid from Royal Glass also does not include prevailing wage.

Traditions & Beyond – The shop is open for tours and single person sales.

Scholarship Requests – There was one request for \$1,000. The Scholarship Committee made a motion to approve \$1,000 for Blair Gardner, motion carried.

State Audit – Mr. Marshall informed the Board that the State audit had been completed and that the draft audit indicated four issues that needed to be addressed by the Commission. An exit conference had been held with the State Auditor and we are now awaiting the final audit. The issues were discussed in great detail and recommendations were made and approved to prevent further instances of non-compliance. A) Mr. Marshall was asked to acquire a second American Express card in his name that would only have purchases made on behalf of the Commission. B) The bid policy was to be re-written to be more in compliance with State requirements. Ms. Walz agreed to assist the staff with acquiring or accessing the City of Seattle's Small Work's Roster. C) Mr. Dale made a motion, seconded by Ms. Chappell to move the Merrill Lynch account to a Key Bank savings account.

O'Brien Audit-The audit is complete-we have the draft audit statements. No difficulties were found and the auditor commented on the improvement in the books since Ms. Pelozza took over. Mr. Christensen of John L. O'Brien and Ms. Pelozza have revised the Chart of Accounts for the Commission.

Funding Requests –The Seattle Indian Center requested a donation of \$5,000 for their Christmas Program. The request was discussed and a motion to approve \$3,500 was made by Ms. McCaffery, seconded by Mr. Dale, motion carried. Haida Heritage requested assistance with their Christmas Dinner a motion to approve \$300 was made by Mr. Dale and seconded by Ms. McCaffery, the motion carried.

3. NEW BUSINESS

A motion to move the December Board meeting to December 14th, was made by Ms. McCaffery and seconded by Ms. Chappell, motion carried.

Ms. Walz adjourned the November 16th Board meeting of the Seattle Indian Services Commission at 6:20 pm.

Respectfully submitted: Carol Pelozza, Assistant Director