

## BYLAWS OF THE WHITE EARTH URBAN COMMUNITY COUNCIL (WEUCC)

### ARTICLE I TITLE AND PURPOSE

- Section I. The organization shall be known as the WHITE EARTH URBAN COMMUNITY COUNCIL (WEUCC).
- Section II. The organization shall be to promote the welfare of the Twin Cities Urban Community through the effective development and promotion of programs which include, but is not limited to education, recreation, cultural activities, health services, ceremonies, naming/healing, educational speakers, and powwows. As time goes on, these programs will improve the quality of life for existing and future members of the Twin Cities Urban Community. This organization will also act as an advisory council to the White Earth Reservation Business Committee.
- Section III. The Twin Cities Urban Community is divided into six districts as follows:
1. The Minneapolis district consists of White Earth band members who live in the city of Minneapolis.
  2. The Saint Paul district consists of White Earth band members who live in the city of St. Paul.
  3. The Northern district consists of White Earth band members who live outside the city of Minneapolis in Hennepin and Anoka counties.
  4. The Eastern district consists of White Earth band members who live outside the city of St Paul in Ramsey and Washington counties.
  5. The Western district consists of White Earth band members who live in Wright and Carver counties.
  6. The Southern district consists of White Earth band members who live in Scott and Dakota counties.

### ARTICLE II BOARD OF DIRECTORS

- Section I. The assets, property and business of this organization shall be administered through the democratic process of its elected Board of Directors, which shall be seven (7) in number. Members of the Board may be from any of the districts of the Twin Cities Urban Area (as defined in Article I, Section III.)
- Section II. Members of the Board of Directors shall be elected by the enrolled White Earth Band Members who are residents of the Twin Cities Urban Area (as defined in Article I Section III.)
- Section III. Members of the Board of Directors shall be enrolled members of the White Earth Band of Ojibwe who have resided in the Twin Cities Urban Area (as defined in Article I Section III) for at least 30 days. They shall run for a position as "at-large" and will not be specifically representing the district they live in.
- Section IV. The officers of the Board of Directors shall consist of a Chair, Vice-Chair, Secretary, and Treasurer. The other three (3) will be at large community board members.
- Section V. The initial term of service on the Board (starting in April 2022) shall be for four (4) years for the four elected officers and two (2) years for the three at large community board members. Elections will be held every two (2) years in April, unless future events require a different month in which to hold

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the election. In two (2) years, the three at large community board members positions will be up for election for a four (4) year term. In the next two (2) years, the officers will be up for election for a four (4) year term.

i.e.	2022	2024	2026	2028	2030
	7 positions	3 at large	4 officers	3 at large	4 officers

Section VI. When there is an election, the number of candidates will be based on what positions have expired and are up for election. Members of the Twin Cities Urban Area will vote for the number of positions available such as four (4) or three (3) accordingly. The candidate with the most votes will choose the position they want first and so forth on down until all positions are filled.

Section VII. The officers of the Board of Directors shall be re-organized and seated from the members of the Board of Directors following their initial first regular monthly meeting after the election. The previous board will seat the newly elected board.

Section VIII. Vacant positions on the Board of Directors shall be filled through consensus vote of the remaining members of the Board of Directors. The interim person will fill the position until the unexpired term of the predecessor. Members, who were candidates on the immediately preceding election ballot, will be considered. If none of these candidates want the interim position, the Board shall appoint another person who is otherwise eligible to run for the board.

Section IX. Mandatory Attendance for Board Members. If a member of the Board of Directors misses two (2) consecutive meetings (including special meetings) without a valid excuse, that member will be dismissed and Article II, Section VIII shall be invoked. If there is a death or emergency in the family, or another valid excuse for missing the meeting, that member must notify the Chair for the absence to be excused.

Sections X. A \$200 monthly stipend from the White Earth Reservation Business Committee and a \$50 monthly stipend from the White Earth Housing Authority will be paid after the Secretary submits the minutes with attendance. It is stipend to encompass all monthly meetings, special meetings, and events. And is to be paid monthly.

**ARTICLE III  
MEETINGS OF THE BOARD OF DIRECTORS**

Section I. The Board of Directors shall meet the second week of each month on a day of the week to be determined. The time and place of the meetings will be decided by the Board of Directors. Additional special meetings can be called by the Chair and at the request of the Board.

Section II. At all meetings of the Board of Directors, a quorum of the Directors will be required to conduct business. A quorum shall consist of at least four (4) members of the Board of Directors.

Section III. Each member of the Board of Directors shall be entitled to one (1) vote, except for the Chair, who will only vote in case of a tie.

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Section IV. Roberts Rules of Order shall govern the proceedings of all meetings of the Board of Directors.

### Order of Business:

1. Call to Order
2. Roll Call
3. Prayer/Invocation
4. Approval of the Secretary's minutes
5. Approval of the Treasurer's report
6. Approval of Bills
7. Unfinished Business
8. New Business
9. Adjournment

Section V. All meetings of the Board of Directors shall be open to the White Earth members from the Twin City Urban Community as defined in Article 1, Section III. Exceptions will be the special meetings of the board of directors.

## ARTICLE IV DUTIES OF OFFICERS

Section I. The Chair Shall:

- A. Preside at all regular and special meetings of the Board of Directors
- B. On behalf of the WEUCC, when authorized to do so, shall sign with the Treasurer on checks and the Secretary on all official papers.
- C. Assume general supervision of all officers and committees of the WEUCC; and as delegated, take direct responsibility for the satisfactory performance of such officers and committees.
- D. Prepare a report for negotiations, important communications, and other activities of the WEUCC; and shall make this report at each monthly meeting of the Board of Directors. The Chair shall include in the report all matters of importance to the WEUCC, and in no way shall act for the community unless specifically authorized to do so.
- E. Have responsibility for general management for the business activities of the WEUCC. The Chair shall not act on matters binding the council or community until the WEUCC Board of Directors has discussed and approved such actions.
- F. Prepare the agenda for all meetings and will distribute to the board of directors 72 hours before the meeting. All agenda items must be submitted to the Chair one week before such meetings.
- G. Prepare a monthly report to update the White Earth Reservation Business Committee.
- H. Shall appoint a member to perform the invocation.
- I. All equipment to be rendered at time of resignation and/or removal from WEUCC.

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### Section II. The Vice-Chair Shall:

- A. Be the Sargent at Arms to make sure everyone follows Roberts Rules of Order
- B. Preside in the absence of the Chair. When so presiding, shall have all the rights, privileges, duties, and responsibilities of the Chair as set forth in Article IV, Section I.
- C. Take the Roll Call
- D. Introduce community members and guests—ask them to stand and state name.
- E. Perform such duties as required by the Board of Directors.
- F. All equipment to be rendered at time of resignation and/or removal from WEUCC

### Section III. The Secretary Shall:

- A. Keep and maintain a complete record of the meetings of the Board of Directors.
- B. Sign WEUCC documents, following the signing procedure specified in Article IV, Section I (B).
- C. Keep a complete record of all business of the WEUCC:
  - 1. Laptop/backup devices
  - 2. 3 ring binder with paper files
  - 3. Membership data
  - 4. All equipment to be rendered at time of resignation and/or removal from WEUCC
  - 5. Backup Laptop to portable hard drive
- D. Serve all notices required for all meetings and elections.
- E. Perform such duties as required by the Board of Directors
- F. Shall be prepared to pull documents as requested at all meetings.

### Section IV. The Treasurer Shall:

- A. Be the custodian of the financial records of the WEUCC.
- B. Receive all funds entrusted to the WEUCC, deposit same in a depository selected by the Board of Directors, and disburse funds authorized by the Board of Directors, following the signing procedure specified in Section I (B) of this Article.
- C. Keep and maintain adequate and current accounts of the assets and business transactions of the WEUCC and have documents open for inspection by enrolled members of the White Earth Band of Ojibwe at all reasonable times.
- D. Make a monthly report and account for all transactions involving the disbursement, collection, or obligation of the WEUCC funds. Present such financial reports to the board a week before the regular monthly meeting.

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- E. Present a copy of the bank statement and reconciliation report to the Chair for review monthly.
- F. Perform such duties as required by the Board of Directors.
- G. All original receipts, invoices, documents, gifts, and gift cards shall be turned into the Treasurer to ensure accurate records and balancing of the accounts.
- H. Funds received from White Earth Reservation Business Committee will be distributed to the enrolled members in the districts outlined in Article I, Section III, not to outside entities.
- I. All equipment to be rendered at time of resignation and/or removal from WEUCC.

### **Section V. The at Large Community Board Members Shall:**

- A. Perform such duties as required by the Board of Directors.

## **ARTICLE V. CHECKS AND BALANCES**

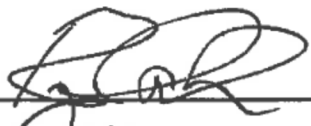
**Section I.** All checks of the WEUCC shall be signed by the Chair and Vice-Chair.

**Section II.** These bylaws may be amended or altered by the majority vote of the attending members of the Board of Directors at any scheduled meeting.

**Section III.** See Rules and Guidelines adopted by the Board to facilitate the bylaws.

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We do hereby certify that the forgoing bylaws were adopted by a vote of the Board of Directors,  
With a quorum being present at the meeting, held on May 11<sup>th</sup>, 2022

  
\_\_\_\_\_  
Chair, Ryan Salmon

  
\_\_\_\_\_  
Vice-Chair, Marcy Hart

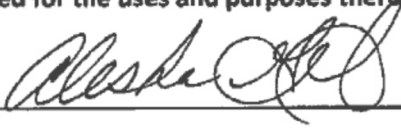
  
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Secretary, Char Lee

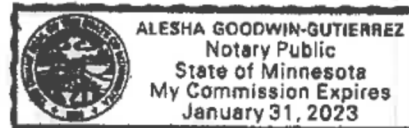
  
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Treasurer, Bonnie Boudreau

WHITE EARTH URBAN COMMUNITY COUNCIL  
STATE OF MINNESOTA

ON THIS DAY OF May 11<sup>th</sup>, 2022

Personally appeared before me known to me to be the persons described in and who executed the foregoing bylaws of the White Earth Urban Community Council. They acknowledge that they executed the same as their free act and deed for the uses and purposes therein expressed.

  
\_\_\_\_\_  
Notary Public



My commission expires 01-31-2023 Notarial Seal