

ONEIDA ELECTION BOARD BY-LAWS

Article I. Authority

1-1. Name. The name of this entity will be the Oneida Election Board and may be referred to as the Board.

1-2. Authority. This entity is re-recognized by the Oneida Business Committee by adoption of these by-laws on December 30, 1998 and amended on May 21, 2003 and February 25, 2009.

1-3. Office. The official mailing address of this entity shall be:

Oneida Election Board
P.O. Box 413
Oneida, Wisconsin 54155

The physical meeting place shall be determined at the first meeting of this entity and may change from time to time as determined by the entity, but shall be within the reservation boundaries unless noticed to the membership prior to designating the meeting location.

1-4. Membership. The Board will:

- a. Consist of 12 (twelve) voting members.
- b. Be selected in accordance with the Election Law, Section 4-2, provided that the following processes shall be used:
 - i. *More nominations than vacancies.* At the General Tribal Council Meeting, members shall be nominated at the meeting. The nominated person shall either accept or decline. Upon closure of the acceptance of nominations for members, the Tribal Secretary and Election Board Chairperson, or designee, shall number the candidates consecutively for members. The General Tribal Council shall then utilize ballots prepared for this purpose and shall cast their ballots choosing the appropriate number of names from each set.
 - ii. *Less nominations than vacancies.* In the event that less candidates are nominated than there are vacant positions, no voting is needed.
 - iii. *Ties.* In the event of a tie, the tie shall be broken by the flip of a coin.
- c. Fill vacancies in accordance with the Election Law, Section 4-2a.
- d. Remove members from the Board due to unexcused absence's in accordance with the Removal Law.
- e. Accept resignation's when submitted in writing and presented to the Board in accordance with the Election Law, Section 4-6.

1-5. Elections. The Board is responsible for holding elections of the Oneida Tribe and conducting secret ballots of General Tribal Council Meetings.

Article II. Officers

2-1. Officers. This entity shall have three officers -- Chairperson, Vice Chairperson, and Secretary.

2-2. Chair duties. Responsible for calling meetings and notifying members with the assistance of the Secretary. The Chairperson shall preside over all regular and special meetings, shall oversee the conduct of the election, and shall post the results of all elections.

2-3. Vice Chair duties. The Vice Chairperson shall preside at all meetings in the absence of the Chairperson. The Vice Chairperson shall work with the Chairperson in all matters that concern the Board.

2-4. Secretary duties. The Secretary shall keep accurate minutes of all meetings, both regular and

special meetings. Assure that minutes are reported in the proper format. Read and answer all mail abiding by/to the decisions of the Board.

2-5. *How chosen and length of term.* The officers shall serve terms of three (3) years and shall be elected by a majority vote at the first meeting of the Election Board following their selection by the GTC. In the event of a vacancy, the successor shall be voted in by the voting members for the duration of the unexpired term.

2-6. *Members.* Members shall serve a term of three (3) years and shall be selected by the GTC. Members of the Board shall have voting powers. No Member shall serve for more than two consecutive terms. In the event of a vacancy of a Member, a request shall be submitted to the Oneida Business Committee requesting the vacancy be posted.

a. Upon declaration of candidacy for elected office, members shall take a leave of absence which shall last until the Final Report is approved by the Board.

2-7. *Standing and Special Committees.* Standing and special committees shall be created when necessary.

2-8. *Compensation.* The Board shall be compensated as defined by the Comprehensive Policy Governing Boards, Committees, and Commissions for all meetings, including General Tribal Council meetings, at the rate of \$50.00 per meeting and paid at an hourly rate of \$10.00 per hour for all Elections.

2-9. *Conflict of Interest.* Any board member who may be related to¹ a candidate on the ballot for the current election shall recuse themselves from the actual election and any recounts relative to that election.

Article III. Meetings

3-1. *Regular meetings.* The regular meeting of the Board shall be held as called for by the Chairperson. Notice of meeting location, agenda, and materials shall be forwarded by the Chairperson with the assistance of the Secretary. Meetings shall be run in accordance with Roberts Rule's of Order.

a. Members may contact another member in any fashion to identify that they wish to be excused prior to the meeting. After a meeting, the Board may identify that a member may be excused from the prior meeting by majority vote.

3-2. *Emergency meetings.* Emergency or special meetings may be called by the Chairperson with at least a one hour notice.

3-3. *Quorum.* A quorum shall consist of a majority of current members and shall include the Chairperson or Vice-Chairperson.

3-4. *Order of Business.* The regular meetings of the Board shall follow the order of business as set out herein:

- a. Call to order
- b. Approve/Amend Agenda
- c. Approve/Amend Minutes
- d. Tabled Business

¹The term "related to" shall be defined as a Board member's Father, Father-in-law, Daughter-in-law, Mother, Mother-in-law, Son-in-law, Husband, Brother-in-law, Sister-in-law, Wife, Brother, Sister, Son, Grandparent, Grandchild or Daughter.

- e. Old Business
- f. New Business
- g. Other Concerns/Announcements
- h. Next Meeting & Adjournment

3-5. Voting. Voting shall be in accordance with Roberts Rule's of Order or by a majority vote of the voting members.

Article IV. Reporting

4-1. Format. Agenda items shall be in an identified format.

4-2. Minutes. Minutes shall be typed and in a consistent format designed to generate the most informative record of the meetings of the entity.

4-3. Attachments. Handouts, reports, memoranda, and the like may be attached to the minutes and agenda, or may be kept separately, provided that all materials can be identified to the meeting in which they were presented.

4-4. Reporting. The Chairperson will report to the Tribal Secretary, who is the designated liaison. This reporting format may be as the Tribal Secretary and Board agree to, but not less than that required in any policy on reporting developed by the Oneida Business Committee or Oneida General Tribal Council. Reports shall be made within a reasonable time after a meeting is held, or as the Tribal Secretary and the Board agree.

Article V. Amendments

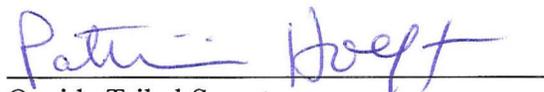
5-1. Amendments to By-Laws. Amendments shall be made to these by-laws at a regular meeting of the Board provided that written notice of proposed amendments was made at a prior regular meeting.

Amendments are effective upon adoption by the Board and approved by the Oneida Business Committee.

These by-laws, as amended and revised, are hereby attested to as adopted by the Board at a duly called meeting by the Chairperson's signature on February 9, 2009, and approved by the Oneida Business Committee at a duly called meeting held on February 25, 2009, signed by the Tribal Secretary of the Oneida Business Committee.



Oneida Election Board Chairperson



Oneida Tribal Secretary

Oneida Tribe of Indians of Wisconsin