

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 23 / 18

2. General Information:

Session: Open Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

Accept as Information only

Action - please describe:

Accept/approve the Finance Committee FY18 Third Quarter Report (April through June, 2018)

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution

Budgeted - Grant Funded

Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: Denise Vigue, Exec. Assist. in Finance
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

FINANCE COMMITTEE

3rd Quarter Report
(Apr. to Jun. 2018)

Purpose: The Finance Committee is a working sub-committee of the Oneida Business Committee and is responsible for recommending financial policies and budgets that support the mission, values, and strategic goals of the Nation and organization.

Who We Serve

The Finance Committee works with all departments within the Nation to ensure all expenditures of any substantial amounts are procured in the most cost effective and fair manner as established by the Purchasing Procurement Manual. The FC also serves Oneida Community groups, local charitable organizations, and Oneida members through the Finance Committee Donation Policy and the Community Fund.

Finance Committee Members

Members of the FC include two BC council members and the Treasurer who chairs the meetings. Other members include: the Chief Financial Officer who acts as the Vice-Chair; one member from Executive Management; one member from Program Management; and one Community Elder Member.

Third Quarter Meetings

The Finance Committee met 6 times in Q3 on: April 2nd, 16th & 30th (for May); May 14th; and June 4th & 18th, 2018. The FC also held 3 work meetings on April 2nd & 30th and May 14th, 2018 to work on the Per Capita and the Oneida Higher Education Endowments. Per the Endowment Law the Finance Committee is the body to develop endowments for BC approval. Specific information discussed included a communication plan, data gathering, budgeting in the FY19 budget and longevity. The FC Elder member attended 4 meetings (including 3 work meetings) and was paid a total stipend of \$200.00 for the Third Quarter.

FY18 Goals

The identified goals as reported in the annual GTC report include:

1. Continue to develop endowments for the Nation in the areas of Language, Land, and Health in order to sustain funding for these important areas for future generations;
2. Demonstrate consistent community commitment by providing Donations to Not-for-Profits, veteran's groups, and charitable organizations; and by offering Community Funds/Products to the Oneida membership and Oneida community groups and;
3. Continue to support and improve all processes, procedures, laws, budgets, and resolutions that pertain to responsible financial oversight for the Nation.

FY18 – FINANCE COMMITTEE SUMMARY THIRD QUARTER ACTIVITIES

REQUESTS FROM THE ORGANIZATION

In the Third Quarter the FC reviewed and approved 28 requests from the organization that included: Independent contract amendments, and contracts from Gaming, OHC, Engineering, MIS, and ONS for supplies and services; CIP for a Housing Project, Capital Expenditures; and FY18 Blanket Purchase Order increases from Gaming, Law Office, and DPW. The total amount spent from these requests was \$5,578,438.95; all were budgeted requests.

The FC also reviewed 15 internal updates including: FC Monthly Reports, Quarterly and Semi-Annual Reports, Investment Reports, and FYI items such as Slot Lease/Percentage Games. Work meeting items are identified in an earlier section of this report.

INVESTMENT UPDATES

At the April 2nd FC meeting the CFA in Finance provided investment updates for the Nations' investment portfolio both domestically and internationally. It was noted that all of the investment managers had a very good year with a 14.72% gain on combined investments. Specific stocks and bond investments were compared to their individual indices and handouts were provided which provided a more detailed summary for the Finance Committee.

The CFA also provided a brief update on the Four Fires investment including historical information; investment and earnings since first purchased in 2002; partners; and the hotel upgrades taking place. Lastly, it was noted that the vast majority of all Investment Funds are identified for General Tribal Council and Tribal mandate use.

DONATIONS

The FC has designated that they review Donation Requests at their second meeting of each month. The Donation Line total allocation for FY18 was \$50,000. After two quarters of expenditures there was a mid-year balance of \$32,500. In the Third Quarter the FC reviewed eight Donation Requests on: April 20th; May 14th; & June 2nd, 2018. There were five approved Donation Requests for a total expenditure of \$12,500. After the Q3 expenditures the balance is \$20,000.

Per the Finance Committee Donation Policy all requests approved represent the following categories: 1) Oneida Community Causes; 2) Local Groups (charitable); and 3) Nation Groups (Indian Affiliated). An attached spreadsheet offers additional details.

COMMUNITY FUND

The FC has designated that they review Community Fund requests at their first meeting of each month. The FY18 allocated amount for the Community Fund is \$50,000. After two quarters the mid-year balance was \$22,640.75 after adjustments*.

In the Third Quarter, the FC reviewed Community Fund requests for funds and products on April 2nd; April 30th (for May); and June 4th, 2018. The FC reviewed sixty (60) funding requests for a total amount approved of \$17,867.88, after adjustments*. The approved requests went mostly towards youth development activities, such as various sports participation fees such as volleyball, softball, football, lacrosse, golf, tennis, soccer, rugby, baseball and gymnastics. Adult requests included weight loss program registration costs, art booth registrations, education conference registration costs and two different sporting registration fees for the Terrain Race and the Tough Mudder Race. The FC balance after three quarters is \$4,862.87, after adjustments*.

The Community Fund-Product is tracked by Contract Year (July 1, 2017 to June 30, 2018). The allocated amount for product is \$5,000 which equates to approximately 494.55 Cases. In CY-Q4 (Mar.-Jun. 2018), there were five (5) Coca-Cola Product Requests approved for a total of 87 Cases of Product for a spending total \$945.57. The balance after four contract quarters is \$991.51 or approximately 98 Cases.

The Third Quarter CF Funding/Product Request List is attached that offers added details. Also, beginning in FY19 the Product requests will be allocated and tracked on the Nation's fiscal year.

*Adjustments refer to checks returned or approved amounts changed based on the needs of the requestor.

Oneida Finance Committee - FY 2018

DONATIONS (Beginning Balance \$50,000.)

Mid-Year Balance \$32,500.00

Q3								
1	20-Apr-18	Jolene Bowman	NIEA President	\$ 2,500.00	3/Nat'l-TribalOrg	FY18-047-040918-DS	National Indian Education Association Conference Sponsor	Approved \$2500.00
2	20-Apr-18	Tana Aguirre	Oneida Member	\$ 2,500.00	2/Local Group	FY18-048-040918-DS	Cheerleading Team -Summit Sponsor AO-Native American Tourism of WI	Approved \$2500.00
3	20-Apr-18	Apache Danforth	NATOW	\$ 2,500.00	2/Local Group	FY18-049-041118-DS	Conference Sponsor	DENIED
4	14-May-18	Heather Stern	Rawhide Ranch	\$ 2,500.00	2/Local Group	FY18-050-042618-D	Youth Educ Svs @Rawhide Ranch Reimbursement from last year' Donation	Approved Deferred to next Mtg
5	14-May-18	Frank VendeHei	OneidaComm Farms	\$ 700.00	1/Oneida Comm	FY18-051-043018-D	request for Oneida Raised beds	
6	14-May-18	Juan Alicea	Oneida Apostolic Church	\$ 2,500.00	2/Local Group	FY18-052-050718-D	Oneida Apostolic Church -renovations & furniture	Approved Denied-fwd
7	14-May-18	Deke Suri	GB Blackjacks	\$ 2,500.00	2/Local Group	FY18-053-043018-D	Veteran's Appreciation Game Sponsorship	Jt.Mkting
8	4-Jun-18	Frank VendeHei	Oneida Community Farms	\$ 2,500.00	1/Oneida Comm	FY18-051-043018-D	Request for Oneida Raised beds	Approved

3RD QUARTER DONATIONS			
Designations/Percentages	Mid-Yr. Bal	Expenditures	Remaining Balance
1. Oneida Community Causes - 40%	\$12,500.00	\$2,500.00	\$10,000.00
2. Local Groups (Charitable) - 40%	\$10,000.00	\$7,500.00	\$2,500.00
3. Nat'l Groups (Indian Affil.) - 20%	\$10,000.00	\$2,500.00	\$7,500.00
	\$32,500.00	\$12,500.00	\$20,000.00

**FY2018 COMMUNITY FUND REQUESTS
3RD QUARTER - (APRIL - JUNE 2018)**

FC Mtg Date	Name of Requestor	Title /Description	CF Category	Funds Approved	Notes	
					Denied-defer to Trust for Scholarsh	
1	2-Apr-18	Megan White	UWGB-First Nations Professional Certificate	SD-Adult	\$ -	
2	2-Apr-18	Neva Cahill	Woodland Indian Art Show Application fee	SD-Adult	\$ 100.00	
3	2-Apr-18	Tabitha Hill	Air Force Gymnastics class fees for daughter	SD-Youth	\$ 450.00	
4	2-Apr-18	Rosa Laster	Oneida Community Lacrosse registration for son	SD-Youth	\$ 115.00	
5	2-Apr-18	Rosa Laster	Oneida Community Lacrosse registration for son	SD-Youth	\$ 115.00	
6	2-Apr-18	Terry Cornelius	UW-Madison Summer Music Camp for daughter	SD-Youth	\$ 500.00	
7	2-Apr-18	Paula Fish	Ideal Weigh Start Up Costs	SD-Adult	\$ 500.00	
8	2-Apr-18	Teresa Schuman	AAU WI Blizzard Team fees for son	SD-Youth	\$ 500.00	
9	2-Apr-18	Rhiannon Metoxen	Lacrosse 12U Registration/mmbship fee for son	SD-Youth	\$ 115.00	
10	2-Apr-18	Rhiannon Metoxen	Lacrosse 8U membership fee for son	SD-Youth	\$ 30.00	
11	2-Apr-18	Lois Barker	Wauunakee Youth Baseball registration for son	SD-Youth	\$ 195.00	
12	2-Apr-18	Cindy Bork	Basketball & Volleyball Camp fees for daughter	SD-Youth	\$ 70.00	
13	2-Apr-18	Cindy Bork	Basketball & Volleyball Camp fees for daughter	SD-Youth	\$ 70.00	
14	2-Apr-18	Kateri Danforth	Green Bay Westside Youth Baseball for daughter	SD-Youth	\$ 90.00	No Ck issued- Will not attend
15	2-Apr-18	Kateri Danforth	East River Pop Warner Football for son	SD-Youth	\$ 125.00	
16	2-Apr-18	Sunny Webster	Woodland Indian Art Show Application fee	SD-Adult	\$ 100.00	
17	2-Apr-18	Nathan King	CONA Conference Registration for son	SD-Youth	\$ 500.00	
18	30-Apr-18	Racquel Hill Sam & Margaret	Annual WI Indian Golf Assn Tournament	CommEvent	\$ 750.00	
19	30-Apr-18	VanDen Heuvel	DePere Youth Rapides Soccer League fees for son	SD-Youth	\$ 58.50	
20	30-Apr-18	Desiree Danforth	Tough Mudder Run registration	SD-Adult	\$ 67.86	
21	30-Apr-18	Tonya Webster	Tough Mudder Run registration	SD-Adult	\$ 90.86	
22	30-Apr-18	Falicia Kirby	Tough Mudder Run registration	SD-Adult	\$ 90.86	
23	30-Apr-18	Michelle Paider	UWGB Summer Music Camp for son	SD-Youth	\$ 250.00	
24	30-Apr-18	Shoney Skenandore	Youth Golf Tourny's-Entry fees for daughter	SD-Youth	\$ 500.00	
25	30-Apr-18	Shoney Skenandore	Youth Golf Tournaments-Entry fees for son	SD-Youth	\$ 500.00	
26	30-Apr-18	Judith Skenadore	Matt Skenadore Basketball Tournament	CommEvt/Fund	\$ 750.00	
27	30-Apr-18	Curt Summers	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
28	30-Apr-18	Curt Summers	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
29	30-Apr-18	Christine Klimmek	Soonwarren Art Workshop registration	SD-Adult	\$ 500.00	
30	30-Apr-18	Kelly Johnson	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
31	30-Apr-18	Kelly Johnson	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
32	30-Apr-18	Kelly Johnson	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
33	30-Apr-18	Louis Cottrell	Erwin Cottrell Memorial Golf Fundraiser	CommEvt/Fund	\$ 750.00	
34	30-Apr-18	Richard Summers	Team Sconnie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
35	4-Jun-18	Tiffany Bowles	Tennis Classes for daughter	SD-Youth	\$ 300.00	
36	4-Jun-18	Tiffany Bowles	Tennis Classes for daughter	SD-Youth	\$ 300.00	
37	4-Jun-18	Constance Danforth	Terrain Race Registration fees	SD-Adult	\$ 62.89	
38	4-Jun-18	Constance Danforth	De Pere Girls Softball Registration fees for daughter	SD-Youth	\$ 40.00	
39	4-Jun-18	William VerVoort	Community Youth Growing/Education Center	SD-Youth	\$ 750.00	
40	4-Jun-18	Mary Adams	AI Education For all Conference registration	SD-Adult	\$ 250.00	
41	4-Jun-18	Jack Mehojah	Amplify Lacrosse Registration for son	SD-Youth	\$ 500.00	
42	4-Jun-18	Lee Cornelius	Especially for Youth 2018 Summer Camp for daughter	SD-Youth	\$ 500.00	

CF Q3 Requests - Con't

	FC Mtg Date	Name of Requestor	Title /Description	CF Category	Funds Approved	Notes
43	4-Jun-18	Kim Nishimoto	Especially for Youth 2018 Summer Camp for daughter	SD-Youth	\$ 500.00	
44	4-Jun-18	Christopher Danforth	Pop Warner Football Camp registration for son	SD-Youth	\$ 130.00	
45	4-Jun-18	Matthew J. Denny	Badger Selects Player Tour registration for son	SD-Youth	\$ 450.00	
46	4-Jun-18	Alebra Cornelius	Tough Mudder Run registration fee	SD-Adult	\$ 100.00	
47	4-Jun-18	Alebra Cornelius	Oneida Lacrosse registration fee for son	SD-Youth	\$ 85.00	
48	4-Jun-18	Tonia Skenandore	YMCA Summer Camp registration for daughter	SD-Youth	\$ 420.00	
49	4-Jun-18	Cynthia Couture	Tough Mudder Run registration fee	SD-Adult	\$ 73.32	
50	4-Jun-18	Marlon Skenandore	Tough Mudder Run registration fee	SD-Adult	\$ 156.09	
51	4-Jun-18	Elijah Metoxen Stephanie A.	Tough Mudder Run registration fee	SD-Adult	\$ 150.18	
52	4-Jun-18	Skenandore	Tough Mudder Run registration fee	SD-Adult	\$ 67.86	
53	4-Jun-18	Tina Moore	Green Bay Elite Cheer class fees for daughter	SD-Youth	\$ 500.00	
54	4-Jun-18	Rebecca Skenandore	WI Indep Baptist Fellowship Bible Camp fee for son	SD-Youth	\$ 157.50	
55	4-Jun-18	Patrick Stensloff	Our Lady of Victory Football camp registration for son	SD-Youth	\$ 495.00	
56	4-Jun-18	Stacey Johnson	Team Scennie WI Lacrosse registration for son	SD-Youth	\$ 500.00	
57	4-Jun-18	Constance Danforth	St. Norbert Youth Soccer Camp registration for son	SD-Youth	\$ 311.96	
58	4-Jun-18	Tabitha Hill	Warrior Jungle registration for son	SD-Youth	\$ 450.00	
59	4-Jun-18	Lydia Orosco	St. Norbert Youth Soccer Camp registration for daughter	SD-Youth	\$ 325.00	
60	4-Jun-18	Jason Martinez	7th Annual Oneida Baseball Tournament - umpire fees & fundraising	CommEvent/Fundraiser	\$ 750.00	

**FY 2018 Finance Committee - Third Quarter Product
CY 17/18 for COMMUNITY FUND - PRODUCT (Q4)**

	FC Mtg Date	Requestor	Reason /Description of Request	CF Category	Product Approvec	NOTES
1	2-Apr-18	Carol Liggins	Apostolic Church Food Fundraiser	Fundraiser	16 Cases	
2	30-Apr-18	Judith Skenadore	Matt Skenadore Basketball Tournament	CommEvt /Fundraiser SD-Youth &	25 Cases	
3	4-Jun-18	Lori Hill	Spirit of the Hoops - refreshements for youth	CommEvt	11 Cases	
4	4-Jun-18	Beth Bashara	Oneida Scholars & Financial Literacy Week	CommEvt	10 Cases	
5	4-Jun-18	Dionne Jacobs	ONHS Graduation reception	CommEvt	25 Cases	Approved via E-Poll 5-21-18