

FINANCE COMMITTEE

FY 2019 – FOURTH Quarter Report (Jul. to Sept. 2019)

Approved by Official BC Action on: 7/19/95

Purpose: The Finance Committee is a working Sub-Committee of the Oneida Business Committee and is responsible for recommending financial decisions related to policies, organizational expenditures and budgets; while supporting the mission, values, and strategic goals of the Oneida Nation.

Who We Serve: The Finance Committee works with all departments within the Nation to ensure expenditures of any substantial amount 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 Finance Committee Donations and the Community Fund.

Finance Committee Members: FC Members include two BC Council Members Jennifer Webster and Daniel Guzman King; the Treasurer, Patricia King who chairs the meetings; Chief Financial Officer, Larry Barton who acts as the Vice-Chair; Gaming General Manager, Louise Cornelius; Purchasing Director, Patrick Stensloff; and Community Elder Member, Shirley Barber. Chad Fuss, Asst. GGM and RaLinda Ninham-Lamberies, Assist. CFO are alternates for the GGM & CFO.

Meetings: FC meetings are held twice a month, on a Monday one week prior to the regularly scheduled BC meetings. Meetings take place at the Norbert Hill Center, BC Executive Conference Room at 9:00 A.M.

In the Fourth Quarter, the Finance Committee held six meetings on: Jul. 1st & 15th; Aug. 5th & 19th; and Sept. 3rd (Tues.) & 16th, 2019. The FC Elder Member attended two Regular Meetings on 7/1/19 & 8/19/19 and was paid a total stipend of one-hundred dollars.

Goals: The three identified goals of the Finance Committee remain the same as last year. Activities in the Fourth Quarter that support these goals are as follows:

- 1. Continue to develop endowments for the Nation in the areas of Language, Land, and Health 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.*

The Finance Committees purpose and goals were fulfilled throughout FY2019 in their meetings and activities and reported out each quarter. In the fourth quarter the FC held four work meetings on Jul. 15th; Aug. 5th & 19th and Sept. 3rd, 2019. Two endowment concepts on sustaining wellness and nutrition were worked on by the FC and the review process should begin in FY2020. The FC also reviewed the creation and approval of the Acheson Education endowment and it will be processed in FY2020. The Oneida Higher Education endowment is scheduled to be created in FY2020. Internally the FY2020 FC meeting schedule, updates to the By-Laws and SOP's on Electronic voting were established. The FC's updated approval process and meeting calendars were disseminated throughout the organization. Lastly updates to the SOP's for the Community Fund and Donations for FY2020 were completed, approved, and posted on the Oneida website and Oneida portal.

❖ Internal Operations

The Fourth Quarter is by far the busiest time for the Finance Committee as divisions and programs were preparing for FY2020 and submitting their FY20 Blanket Purchase Orders. The FC reviewed and approved Ninety-Six (96) requests from the organization for a total of just over 98 million dollars. The bulk of the requests were FY20 Purchase Orders from Gaming, Retail and the Health Center. Other requests reviewed included: FY19 Purchase Order increases, Capital Expenditure, Change Orders; Gift Cards and Equipment.

The Finance Committee also reviewed Twenty-One (21) Informational requests including: FC Monthly Reports; Government to Government Service Agreements; investment updates and Slot Lease/Percentage/Free Trial Games. Informational requests are provided to the Finance Committee to provide transparency within the organization of business activities/procedures; Intergovernmental Agreements; and Reports for and by the FC.

❖ Investment Updates

The updates provided by the CFA for the fourth quarter was a review for period ending June 30, 2019. Investment updates are provided each quarter to inform the Finance Committee of each investment managers' performance for that quarter of our Nations investments. For FY2020 a specific timetable to update the FC on investments 4 times per year will be scheduled and one of the managers will also be invited yearly to discuss with the FC their investment perspective and individual investment performance. Quarterly summaries for the Residence Inn by Marriott Hotel in Washington, D.C. are also reviewed. Following is a short summary of each update provided in the fourth quarter.

Northern Trust: The CFA, Terry Cornelius reviewed with the FC the portfolio that was in their meeting packets, pointing out the monthly, year to date, and overall numbers starting with the managers for Large Cap; Large Cap Value; Small Cap; International and Bond Managers. All managers did quite well or were on target with their indices. He noted all managers are very conservative in nature as to avoid most of the ups and downs of the market.

Four Fires: Terry also reviewed the Southwest Capitol Associates LLC report on 4 Fires (Residence Inn by Marriott, Wash., D.C.) and the report was also in the FC meeting packets. There were some minor Accounting lease income reporting changes to comply with the new FASB regulations; but overall the property is still beating the budget and they are maintaining their expenses now that the construction updates are completed. According to the report no future growth is expected with profit due to the competition with at least 500 more rooms coming into the D.C. area as well as the Internet (Air B&B); Per the report the property did beat the gross profit revenues from last year with a strong performance. The biggest area of concern is the large mortgage and the CFA will be looking into that to find out what can be done and report out his findings in November.

❖ Donations

The Finance Committee Reviews Donation Requests at their second meeting of each month. The Donation Line allocation for fiscal year 2019 was \$50,000.00. Per the Finance Committee Donation criteria all requests approved represent the following categories: 1. Oneida Community Causes; 2. Local Groups (charitable); and 3. Nation Groups (Indian Affiliated).

In the Fourth Quarter there were three Donation Requests approved for a total of \$7,500.00 with funding to come from the FY2020 allocation; as all the requests were for events occurring after Oct. 1, 2019. The requests were from local charitable groups and a National Indian Affiliated Group. The balance at the close of FY2019 was \$13,009.07. Attached is the Fourth Quarter Donation listing along with a quarterly spend list for the entire fiscal year for 2019.

❖ Community Fund

The Finance Committee has designated that they review Community Fund (CF) requests at their first meeting of each month. The Fiscal year 2019 funding from the previous years' earnings was \$64,853.27. The FY 2019 Product amount was \$5,000.00 which approximates to 494.55 Cases.

In the Fourth Quarter the FC reviewed and approved Thirty-Three (33) Community Fund funding requests for a total amount approved of \$9,259.32 after adjustments. Five of those requests were not processed as the requester either canceled their request or did not submit enough backup for processing. The CF balance at the close of FY2019 was \$10,776.57.

The majority of the requests submitted (27) were for youth self-development in the form of registration or class costs for various sporting activities such as football, softball, baseball, lacrosse, dance, gymnastics, and cross-country. There were also registration fees for various summer camps in the arts and leadership. The six requests for adult self-development included: a women's symposium fees; art & beading class fees, sports training and race fees. There was one request for food for a fundraiser.

The FC also reviewed and approved four CF Product requests for a total of 110 Cases for a Q4 spend total of \$1,046.07. This left an end balance for Product at the close of FY2019 at \$1,982.30

or approximately 188.97 Cases. The requests were for Oneida Community (Social) Events, a Community Fundraisers.

Attached is the Fourth Quarter Community Fund list of activities along with a quarterly spend breakout for fiscal year for 2019. Also included in this attachment is a Quarterly Product spend for FY2019.

Finance Committee - FY 2019

Fourth Quarter Donation Summary

Mtg Date	Requester	Representing	Request Amt	Category	Request Description	FC Action
Q4						
7/15/19	Shayna Gutierrez	American Indian Science & Engineering Society	\$ 2,500.00	Nat'l Group	Fall Conference in October Sponsorship	Appr cont on FY20 budget or cont resol
8/19/19	NONE					
9/16/19	Juan Alicia	Oneida Apostolic Church	\$ 2,500.00	Local Group	Sound system/equipment for the church	Appr cont on FY20 budget or cont resol
9/16/19	Jeffrey Skenandore, Jr.	Oneida Sportsmen's Club	\$ 2,500.00	Local Group	Club's Fall Banquet in October	Appr cont on FY20 budget or cont resol

4th QUARTER DONATIONS			
Designations/Percentages	Balance	Expenditures	End Balance
1. Oneida Community Causes - 40%	\$3,509.07	\$0.00	\$3,509.07
2. Local Groups (Charitable) - 40%	\$1,000.00	\$0.00	\$1,000.00
3. Nat'l Groups (Indian Affil.) - 20%	\$8,500.00	\$0.00	\$8,500.00
TOTALS	\$13,009.07	\$0.00	\$13,009.07

FY 2019 DONATIONS

Quarterly Spend Totals

Beginning Balance \$50,000.00

Quarter	Number of Requests	Amount Approved
Q1	6	\$ 13,190.93
Q2	6	\$ 13,800.00
Q3	3	\$ 10,000.00
Q4	3	\$ 7,500.00 <i>Use FY20 funds</i>
	18	Total Giving for FY19 \$36,990.93
	End Balance	\$13,009.07

FY 2019 COMMUNITY FUND REQUESTS

JULY 1, 2019 - SEPTEMBER 30, 2019

Q4

	Mtg Date	Name of Requestor	Req Cat	Title /Description	Req Amt Approved	NOTES
1	7/1/19	Debra Richmond	SD-Youth	Total Self Defense Registration & Class fees for granddaughter	\$ 500.00	NO PYMT /Not used
2	7/1/19	Sylvia Cornelius	SD-Youth	YMCA Summer Camp for daughter (KCA)	\$ 500.00	
3	7/1/19	Sylvia Cornelius	SD-Youth	YMCA Summer Camp for daughter (ECA)	\$ 500.00	
4	7/1/19	Sylvia Cornelius	SD-Youth	YMCA Summer Camp for daughter (SCA)	\$ 500.00	
5	7/1/19	Jennifer Berg Hargrove	SD-Youth	2019 Boys Summer Lacrosse Camp for son	\$ 200.00	
6	7/1/19	Dylan Danforth	SD-Youth	Down Under Sports Football Registration	\$ 500.00	
7	7/1/19	Melinda J. Danforth	SD-Youth	UWGB Pride Leadership Camp for son	\$ 300.00	
8	7/1/19	William Cornelius	SD-Youth	UW-Oshkosh Cross Country Camp for son	\$ 200.00	
9	7/1/19	William Cornelius	SD-Youth	2019 Boys Summer Lacrosse Camp for son	\$ 250.00	
10	7/1/19	Shawn Danforth	SD-Youth	Small Fry Football registration for son	\$ 196.00	
11	7/1/19	Camille Billie	SD-Adult	Wm & Water Coming Together Symposium	\$ 225.00	
12	7/1/19	Christine Klimmek	SD-Adult	McCormack Studios Master Watercolor Workshop	\$ 500.00	
13	7/1/19	Sherry Flauger	SD-Adult	Bellin Sports Training Class	\$ 300.00	
14	7/1/19	Hailey Erieau	SD-Youth	Bellin Sports Training Class	\$ 300.00	NO PYMT /Not used
15	7/1/19	Sherry Flauger	SD-Youth	Bellin Sports Training Class	\$ 300.00	
16	7/1/19	Keith Skenandore	SD-Youth	Cavaiani Basketball Training fees	\$ 500.00	
17	7/18/19	Linda Dallas	Fundraiser	SPL E-POLL - FundraiserRenessa Blue Bird & Family	\$ 250.00	
18	8/5/19	Margaret VanDenHeuvel	SD-Youth	Youth Flag Football League & Baseball fees for son (CVH)	\$ 86.40	
19	8/5/19	Margaret VanDenHeuvel	SD-Youth	Youth Flag Football League & Baseball fees for son (GVH)	\$ 86.40	
20	8/5/19	Margaret VanDenHeuvel	SD-Youth	Youth Flag Football League & Basevall fees for son (GageVH)	\$ 99.90	
21	8/5/19	Lorraine Frias	SD-Youth	Sports Emporium Soccer registration for daughter	\$ 450.00	
22	8/5/19	Jennifer Jordan	SD-Adult	Advanced Level Beading Lessons	\$ 480.00	
23	8/5/19	Aliskwet Ellis	SD-Adult	Bellin Women's Half Marathon	\$ 95.62	
24	8/5/19	Irene Danforth	SD-Youth	New Fusion Dance lessons for daughter	\$ 125.00	
25	8/5/19	Virginia Peltier	SD-Adult	Basket Guild Classes	\$ 30.00	NO PYMT /Not used
26	8/5/19	Danelle Wilson	SD-Youth	Birder Studio - Singing lessons for son	\$ 500.00	
27	8/5/19	Christopher Danforth	SD-Youth	Pop Warner Football for son	\$ 130.00	
28	9/3/19	Dana Calms	SD-Youth	BATS Academy Softball registration	\$ 500.00	
29	9/3/19	Michelle Klarkowski	SD-Youth	Impact Sports Academy Baseball registration for son	\$ 500.00	
30	9/3/19	John Danforth	SD-Youth	Barb's Centre for Dance regis/classes for daughter	\$ 500.00	
31	9/3/19	Christine Klimmek	SD-Youth	Green Bay School of Dance regis/classes for granddaughter	\$ 485.00	
32	9/3/19	Andrew Doxtater	SD-Youth	Warrior Jungle registration for son (TD)	\$ 144.00	NO PYMT /Not used
33	9/3/19	Andrew Doxtater	SD-Youth	Warrior Jungle registration for son (AD)	\$ 144.00	NO PYMT /Not used
CF Adjusted Total Funding for Q4					\$ 9,259.32	

Q4 CF Product Requests

	Mtg Date	Name of Requestor	Req Cat	Title /Description	Product Requests
1	7/8/19	Daniel Guzman King	Community Evt	SPL E-POLL - TAP Initiative - 4 Community Clean Up Events	40 Cases
2	7/18/19	Linda Dallas	Fundraiser	SPL E-POLL - FundraiserRenessa Blue Bird & Family	20 Cases
3	8/5/19	Jeff Scofield	Community Evt	Big Apple Fest	15 Cases
4	9/3/19	Carole Liggins	CmtEvt/Fundrai	Oneida Apostolic Church Fundraiser	25 Cases

100 Cases

END OF FOURTH QUARTER

FY 2019 Community Fund

QUARTERLY Spend Totals

Beginning Fund Balance \$64,853.27

Total Requests	Quarter	Spend Amt
34	Q1	12134.50
50	Q2	17163.94
49	Q3	15518.94
33	Q4	9259.32
166	TOTAL Amt Funded w/Adjustments	54076.70
	End Balance	10776.57

FY 2019 COMMUNITY FUND

QUARTERLY Spend Totals

Beginning PRODUCT Balance - \$5,000. = 476.64 Cases

FIRST QUARTER (Oct-Dec 2018) Spend – 191.39 Total Cases – 20 Requests – 2 Balance 4808.61 = 458.39 Cases	SECOND QUARTER (Jan-Mar 2019) Spend – 1121.59 Total Cases –135 Requests – 3 Balance 3687.02 = 351.47 Cases
THIRD QUARTER (Apr-Jun 2019) Spend – 658.65 Total Cases –60 Requests – 3 Balance 3028.37 = 288.69 Cases	FOURTH QUARTER (Jul-Sept 2019) Spend – 1046.07 Total Cases – 110 Requests – 4 End Balance 1982.30 = 188.97 Cases