



Native American Heritage Fund Board (NAHFB) Meeting

September 13, 2024

1. Meeting Called to Order/Roll Call

Chairperson Dorie Rios called the meeting to order at 10:45 a.m.

Native American Heritage Fund Board Members present:

Dorie Rios, Chair
Melissa Kiesewetter, Vice Chair
Robyn Elkins, Treasurer
Liz Kinnart, Secretary
Kimberly McClellan (arrived at 10:56 a.m.)

Calhoun County Staff present:

Kelli Scott, Calhoun County Administrator/Controller
Susan Connolly, Calhoun County Executive Assistant

2. Approval of Amended Meeting Agenda for Friday, September 13, 2024

Dorie Rios - **motioned** to amend the agenda to add a closed session to #8, Open Discussion, and approve the amended meeting agenda for Friday, September 13, 2024.
Robyn Elkins – **Seconded**

On a **VOICE VOTE. Approved without objection.**

3. Approval of NAHFB Meeting Minutes from June 12, 2024

On a **VOICE VOTE. Approved without objection.**

4. Public Comment

There was none.

5. Old Business

There was none.

6. Correspondence

There was none.



7. New Business Items:

- A. Acceptance of Financial Report for August 31, 2024.

Kelli Scott reviewed the financial report for year-to-date with all expenditures completed. The financial report showed total revenues of \$500,637 with a balance of an estimated \$800, with additional interest income expected.

On a Voice Vote, **Motion Passed** unanimous to accept the Financial Report for August 31, 2024, as presented.

- B. Acceptance of December 31, 2023 Financial Audit

Ms. Scott highlighted the audit report received from Gabridge & Co. and noted the firm's opinion was a clean opinion, and the financial statements accurately presented the finances of the NAHF.

Kelli Scott noted page 18 which provided the summary income statement.

Liz Kinnart - **motioned** to accept the 12/31/23 Financial Audit, as presented.
Robyn Elkins – **Seconded**

On a Voice Vote, **Motion Passed**

- C. Approval to Disburse Check for Administrative Expenses:

- i. Quickbooks Online Subscription, Calhoun County, partially reimburse for 8/8/24 payment with K.Scott P-card, \$600.00 (actual cost was \$645; Compact and Interlocal Agreement limit total annual admin costs to 4% of annual Tribal payment)
- ii. 2023 Audit Fee, Gabridge & Company, \$4,400.00, approved 4/12/24

Robyn Elkins - **motioned** to approve to disburse checks for Administrative Expenses, as presented.

Liz Kinnart – **Seconded**

VOTE:

Liz Kinnart – YES
Melissa Kiesewetter – YES
Kim McClellan – YES
Robyn Elkins – YES



Dorie Rios – YES

Motion Passed Unanimously

D. Approval of new Grant Agreement

Ms. Scott reported the grant agreement was drafted by the County’s legal counsel Kate Ambrose, and approved by the NHBP’s Tribal counsel Bill Brooks.

Kelli Scott noted that the agreement was drafted to require a 12-month grant spending period with an option to request a 12-month extension.

Kelli Scott added that the agreement also includes a new reporting requirement, with an annual grant completion report in a format to be developed.

Scott highlighted other provisions in the agreement, including a requirement to return to the NAHFB all unspent funds and an express requirement for the grant recipient to use the funds for the project described within the submitted grant application.

Following discussion, the Board agreed that Dorie Rios would be the designated Grant Agreement signatory on behalf of the NAHFB.

Robyn Elkins **motioned** to approve the new Grant Agreement, as presented.

Liz Kinnart – **Seconded**

VOTE:

- Melissa Kiesewetter – YES
- Kim McClellan – YES
- Robyn Elkins – YES
- Dorie Rios – YES
- Liz Kinnart - YES

Motion Passed Unanimously

E. Approval to Disburse Checks for 2024 Grant Awards, approved 6/12/24, totaling \$480,420.09:

- Albion College, \$35,000 (18%)
- Camden Frontier School, \$105,061.20 (42%)
- East Jordan Public Schools, \$12,570 (50%)
- Gladstone Area Schools, \$18,575.05 (50%)
- Grand Ledge Public Schools, \$3,200.00 (100%)



- Grand Valley State University, \$63,467.20 (40%)
- Okemos Public Schools, \$8,000.00 (50%)
- Plymouth-Canton Community Schools, \$145,894.40 (42%)
- Port Huron Area Schools, \$86,052.24 (40%)
- Suttons Bay Public Schools, \$6,600 (10%)

Robyn Elkins **motioned** to approve to disburse checks for 2024 Grant Awards, approved 6/12/24, totaling \$480,420.09.

Liz Kinnart – **Seconded**

VOTE:

Kimberly McClellan – YES
Robyn Elkins – YES
Dorie Rios – YES
Liz Kinnart – YES
Melissa Kieseletter – YES

Motion Passed Unanimously

8. Open Discussion

At 11:08 am Dorie Rios **motioned** to hold a closed session to discuss a legal opinion related to Sandusky Schools.

By **VOICE VOTE**, closed session was held.

Following closed discussion, the meeting was opened to the public at 11:17 am

There was no other open discussion.

9. Next Meeting

Friday, March 7, 2025, at 11:00 a.m.

10. Adjournment of the Meeting

Meeting adjourned by Dorie Rios, NAHFB Chairperson, at 11:19 am

MINUTES PREPARED BY _____
Susan Connolly, Executive Assistant/Legal Assistant