

Downstream Authority of the Quapaw Tribe of Oklahoma Regular Meeting
March 9, 2010

Meeting Called to Order: 10:35 am

ROLL CALL:	John Berrey, Chairman	Present
	J R Mathews, Vice-Chairman	Present
	Larry Ramsey, Secretary	Present
	Ranny McWatters, Treasurer	Present
	Marilyn Rogers, Member	Present

DECLARATION OF QUORUM: announced by Larry Ramsey

Tim Brown

- Gift Shop
 - Liquor Sales – talk with S. Ward about possibility of selling some alcohol in the Gift Shop
 - Look at cost of changing into a “coffee shop”
- Valet Supervisor Shirt
 - New option presented

Motion by DDA Vice Chairman JR Mathew to approve new Valet supervisor shirt as presented. Seconded by DDA Treasurer Ranny McWatters. Vote: JB: yes; JM: Yes; LR: Yes; RM: yes; MR: absent (4 yes, 0 no, 0 abstaining, 1 absent) Motion Carries.

- Suite Lamp Sample
 - New option presented, having a hard time finding the original for replacement. Only option found would cost several hundred dollars
 - New option is very similar to original

Motion by DDA Vice Chairman JR Mathews to approve new lamp for suites. Seconded by DDA Treasurer Ranny McWatters. Vote: JB: yes; JM: Yes; LR: Yes; RM: yes; MR: absent (4 yes, 0 no, 0 abstaining, 1 absent) Motion Carries.

- Restaurant Consultant
 - Capitol Grille Corporate Trainers
 - Will address service standards in Red Oak
 - See attached proposal - \$5000

Consensus of the DDA to move forward with trainers.

Ernie Caruthers

- Hurricane Shutter color selection for pavilion
- Presented Color choices – IVORY

Consensus of the DDA to use the IVORY option

- Buffalo Grille – propose to continue the wood paneling around the lower wall in the entire restaurant
 - DDA will look at and make decision.

General Manager

- UPDATES
 - Training – Cory Morowitz, Time Management
 - Will be on site training
 - Approx 20,000
 - Mid-late April
 - Executive Retreat
 - Mid June – St. Louis
 - Consensus of the DDA to do an executive retreat
 - Hotel Amenities
 - 2 companies, 3 lines of each presented
 - Marietta – Lord and Mayfair, Davies, Gate, Garden Botanika
 - Gilchrist and Soams – Oxford, English Spa Collection, Verde

Consensus of the DDA to use Marietta Lord and Mayfair collection.

- Employee issues
 - Facilities
 - C. Young – Horticulturalist, turned in resignation effective March 31.
 - Request that he returns on the 31st for a meeting with the DDA to discuss options

Consensus of the DDA to put on leave starting today through March 31.

- Security
 - C. Smiley, extra duty – key control

Consensus of the DDA to compensate him \$1500.00 for the extra duties that he performed for Sept to current.

- Wardrobe
 - Issues with manager
 - Wait on new purchasing director to assess.
- ARD Productions / S. Kane
 - Too close to the season to make change now. Re-evaluate at the end of the season
 - ALL correspondence will include D. Bren

BREAK 12:10-1:06pm LUNCH

Centralized Services

Quapaw Casino Authority – Marilyn Rogers, Fran Wood, Lori Shafer, Justin Plott, TC Bear

Quapaw Casino – Kirk Myrick, Thomas Mathews

DDA – John Berrey, JR Mathews, Ranny McWatters, Larry Ramsey, Marilyn Rogers

DCR – Steve Drewes, Tim Brown, Jack Brill, Christian Goode

- Sharing services between the casinos that will benefit both
- Goal: more efficiency
- Proposed areas:
 - Marketing
 - Purchasing
 - Finance (audit /compliance support)
 - Human Resources (Kronos)
- Marketing – due to the installation of the IGT system at Quapaw, both Casinos have begun to work together on promotions, point redemptions, etc
- Purchasing – starting to look at like items that could be ordered in bulk and benefit both casinos.
- Finance and HR – very beginning stages
- Need consensus of both Authorities to move forward
- Discussion of the four areas
 - Marketing – both Authorities want to keep moving forward with what is being done. within 60-90 days could have a time line and process developed.
 - Purchasing – in the early stages, hardest area will be F&B, within 60-90 days could have a time line and process developed.
 - HR – can be “easily” done, Quapaw only has 2 HR employees and they are currently working in conjunction with DCR, within 60-90 days could have a time line and process developed.
 - Finance – will take 6-9 months; want to make sure the each casino remains its own entity.
- First step – operations on both sides meet and start putting together timelines and processes.

Adjourn 2:08pm