

Downstream Authority of the Quapaw Tribe of Oklahoma Regular Meeting
March 3, 2010

Meeting Called to Order: 10:00 am

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

DECLARATION OF QUORUM: announced by Larry Ramsey

Firearms on property

- Josh Lewis – Quapaw Tribe Police Chief
- Chief Lewis presented a proposed policy.
- DDA and Executive staff discussed and recommended some changes, will be forwarded to Steve Ward for review and then will be presented to the BC for approval.

Men of Play Girl

- Discussion
- Consensus of the DDA to cancel the show

General Manager Updates

- PTO “Bank” policy presented for review (see attached)

Motion by DDA Secretary Larry Ramsey to approve policy as presented. Seconded by DDA Member Marilyn Rogers.
Vote: JB: yes; JM: Yes; LR: Yes; RM: absent; MR: yes (5 yes, 0 no, 0 abstaining, 0 absent) Motion Carries.

FMLA Policy

- Proposal to add language about termination and the process if the employee does not return

Motion by DDA Vice Chairman JR Mathews to approve addition. Seconded by DDA Treasurer Ranny McWatters.
Vote: JB: yes; JM: Yes; LR: Yes; RM: absent; MR: yes (5 yes, 0 no, 0 abstaining, 0 absent) Motion Carries.

IGT

- July 20-21 will be hosting a user conference
- DCR will be sending some IT and finance staff

Travel Policy

- Currently paying on actual receipts
- Discussion on per diem vs actual receipts

Consensus of the DDA, employees that are not credit card holders will be paid a per diem and employees with a company card will continue on current actual receipts policy.

Centralized Services

- Quapaw and Downstream - one card, two casinos, look at moving that into other aspects
 - Marketing
 - Purchasing
 - Human Resources
 - Finance
- Schedule meeting with Quapaw to see if there is any interest and what direction to move in

Daycare Budget

- An updated version was presented based on the numbers supplied by JoOuita
- HR to do a more detailed survey

Tribal Development Program

- HR has completed a program in conjunction with the Departments on how long it would take to learn each position and have a full understanding of job responsibilities
- Start the program as “shadowing” to see if they like the program
- DDA will be included on the interview once they complete the shadow portion

Construction projects

- Add meeting space and nurse office in admin building
 - Look at adding divider to current large conference room to create two separate spaces when needed
- Convert Marketing conference room to office space for Sales
 - Approx \$30,000 to complete in house
- Shower/bathroom in DDA office
 - Approx \$4700 – convert current family restroom
 - Consensus of the DDA to move forward with project
- Area behind hotel (boiler room access)
 - Add road to back doors at EVS room

Hotel Amenities

- Changed from Sister Sky to native naturals due to the production of Sister Sky going overseas
- Found out that Native Naturals also produces the small amenities overseas
- Also having delivery problems with Native Naturals

Consensus of the DDA to begin RFP process for Hotel Amenities

Asian Marketing

- Not seeing any benefit
- Have to “bait” them to get them in

Soap Recycling

- Initial upfront cost appear to be approx \$10,000

Consensus of the DDA to continue to move forward with the process

Valet

- Mary Waters wants to go for third shift supervisor
- Manager to sit down with her and go over review process, goals and incentives for the position
- Will need a lot of support from above

Walking trail

- Begin bid process

Insurance Bid

- Wilcox, Jones, and McGrath want to be involved in process
- Use as “weather” report for RWI

JD McCarty Center

- Pass, no interest at this time

Entertainment Conference Call

- Dave Bren, Sara Kane, Ernie Dellaverson, Tony DiNizo (via phone)
- Update from ARD
- Sun 5/30/10 – Greg Allman (ARD to send offer)
- Fri 6/18/10 – America (waiting on confirmation)
- Sun 7/4/10 – LeAnn Womack (ARD to send offer, 35K)
- Fri 7/30/10 – Huey Lewis (waiting on confirmation, changed from original date of 7/4)
- Sun 9/5/10 – Hall and Oats (60-75K), Blake Shelton, Counting Crowns, Black Crows (ARD to look at avails)
- ARD to look for a country act for mid august (Eli Young Band, Zac Brown, Blake Shelton – few that were discussed)
- Dobbie Brothers - available dates moved out of range

Break 1:00 pm-2:15 pm DDA –Tribal Team Member meeting

- Minutes Separate

General Manager Updates

IBC

Consensus of the DDA to release requested financial information for review

- Working on refinance of loans

Springfield Cardinals

- With Sponsorship we have the opportunity to send two people to Spring training
- Drewes and Dellaverson to go

Purchasing

- Performance issues with manager – discussion

Consensus of the DDA to off 2.5 month (10 weeks) of severance

Donation Review

- Joplin Public Library – Room and dinner **YES**
- St. Bernard's Women's Club Spring Luncheon – Room and dinner, 200 decks of cards **YES**
- Aim High Academy – Weekend Stay (Fri/Sat nights and dinner) **YES**
- Area Agency on Aging - \$50 and up for Zumbathon **YES - \$250.00**
- Coffeyville Community College – Weekend pkg (Fri/Sat nights, dinner, golf, free play) **YES**
- Saddle Up for St. Jude - \$2500, match last year's donation **YES**
- Women's Recreational shooting Association – dinner and room **YES**
- Walk MS – Sponsorship of \$150-\$1000 **YES - \$250.00**
- Galena Days - \$5000 (prior years contribution) – **SENT TO MARKETING FOR REVIEW**
- St. Catherine School – dinner and room (x3) **YES**
- The First Tee of Central Arkansas – two night stay and dinner for 2, and 4 rounds of golf **YES**
- Nomad Shrine Club – Golf tournament sponsor \$300-\$5,000 – **SENT TO MARKETING FOR REVIEW**
- American Red Cross – Heroes Breakfast \$300 table sponsor **YES**
- Joplin Jaycees - \$5000.00 **YES**
- Precious Moments Supporting Foundation – sponsor 100 filled eggs **NO**

Sean Harrison

- Miracle League Request
- Trip to KC for the Royals game
 - Leave from Little Rock, stop in Fayetteville then return that night to Downstream
- Cost to DCR \$3500 (for bus) plus discounted rooms

Consensus of the DDA to proceed, but DCR will get 4-5 seats on the bus

Adjourn 3:58pm