

April 2024

## **ADMINISTRATION AND SUPERVISORY COUNCIL**

### **Purposes:**

1. To implement and enforce the Laws of the Maamawiino Anishinaabeg Nation.
2. To provide oversight of the Minnesota Chippewa Tribal Organization (MCTO) programs.
3. To reinforce the policies and concepts of the Maamawino Anishinaabeg Nation Alliance.
4. To facilitate the use of Free Prior and Informed Consent.

### **Section 1. Composition**

The Administration and Supervisory Council shall comprise five (5) citizens from each of the Maamawiino Anishinaabeg Nation Bands, of which a Chairperson, Co-chairperson, Secretary, and Treasurer are selected/elected.

### **Section 2. Meetings**

The Administration and Supervisory Council shall hold regular monthly meetings with the citizens from each of the Bands and quarterly meetings with all citizens of the Maamawiino Anishinaabeg Nation Bands.

### **Section 3. Special meetings**

The Administration and Supervisory Council may call Special Meetings.

### **Section 4. Open Meetings**

All Administration and Supervisory Council meetings shall be open to all citizens of the Maamawiino Anishinaabeg Nation.

### **Section 5. Quorum**

Each session of the Administration and Supervisory Council shall require a quorum. A majority of the Administration and Supervisory Council shall constitute a quorum.

### **Section 6. Voting**

A majority vote of the quorum shall be necessary to exercise the powers of the Administration and Supervisory Council. The votes taken at the meeting shall be recorded in the meeting minutes.

### **Section 7. Qualification for Office**

- (a) Be an enrolled Citizen of the Maamawiino Anishinaabeg Nation.
- (b) Attained the age of twenty-five (25) years

- (c) Not otherwise employed as an officer in the government of the Maamawiino Anishinaabeg Nation

**Section 8. Term of Office**

Officers shall serve four (4) year terms not to exceed two (2) consecutive 4-year terms unless the first term fills a vacancy. Filling a vacancy will not count as a term for this section. Election of and filling vacancies shall be conducted under the terms of the Local Band Constitutions.

**Section 9. Swear an Oath**

Newly elected Administration and Supervisory Council Officers shall be installed at the regular meeting or a special meeting following the election, and after subscribing to an oath to preserve, support, and protect the Alliance of the Maamawiino Anishinaabeg Nation, exercising their duties as an official of the Administration and Supervisory Council to the best of their ability and preserve, support and protect their Local Constitution.

**Section 10. Matters to Take into Consideration.**

When implementing and enforcing the rules and laws, consider their impact on the following outlined in the Alliance of the Maamawiino Anishinaabeg Nation: Rights of Nature, the Rights of Citizens, the Rights of Children, and fiscal responsibility, sustainability, and preservation of traditions and culture of the Maamawiino Anishinaabeg Nation.

**Section 11. Powers**

**A. Administration and Supervisory Council of the local Bands shall have the power to oversee the implementation of the following MCTO functions: SEE ATTACHMENT 1**

1. Labor Law Compliance
2. Employee Relations
3. Tribal Hiring
4. Benefits,
5. Evaluation of Their Programs
6. Safety
7. Compensation Programs.
8. Accounting And Computer Service Department
  - a. Payroll
  - b. Individual Indian Monies (IIM) Accounts
  - c. Payment of travel reimbursements
  - d. Monitoring for compliance with tribal travel and purchasing policies.

- e. Internal billing of insurance and other services, i.e., phone, copier, fax, etc.
- f. Tracking of income and expenditures by contract, grant, or other funding source; financial reporting of funding agencies and the appropriate tribal subcommittee;
- g. Annual preparation for an audit by an independent firm.
- h. Assist staff with budget preparation, evaluation, and monitoring of expenses.
- i. Coordination and administration of computer network systems, including the purchase, installation and maintenance of hardware and software.
- j. Administration of employee-funded loan programs and activity accounts.
- k. Administer tribal liquor license.

#### 9. HUMAN SERVICES

- a. Employment Services operates from both Federal and State funding.
- b. Child welfare
- c. Elderly services
- d. Nutritional education
- e. Chemical dependency prevention/intervention programs.
- f. Welfare services -food stamps.

#### 10. Finance

- a. Home loans
- b. Housing Initiative Program
- c. Renovation Loans
- d. Construction Loans
- e. Modification Loans
- f. Business loans
- g. Selling homes that have gone through foreclosure on the loans that they have.

#### 11. Education and Scholarships

#### 12. Environmental Programs

- a. Waste Management
- b. CWD Surveillance Program
- c. Managing Environmental Risk from Polyfluoroalkyl Substances (PFAS)
- d. Chemicals of emerging concern in waters, sediments, and subsistence fish.
- e. Moose Health Research

**B. Administration and Supervisory Council of the local Bands shall have the power to assume responsibility for the following:**

- 1. Elections
- 2. Enrollment

3. Any other program deemed appropriate to the function of the local Band control.

### **C. General Powers**

1. To implement, execute, administer, and enforce the policies, laws, and the Alliance of the Maamawiino Anishinaabeg Nation.
2. To supervise and enforce the programs of the MCTO.

### **D. Land**

1. To acquire land and other assets to benefit the Maamawiino Anishinaabeg Nation and its citizens.
2. To prevent any sale, disposition, lease, or encumbrance of tribal lands, interest in lands or other assets, including minerals, gas, and oil.
3. To manage, lease, permit, or otherwise deal with tribal lands, resources, and interests in lands or other assets.
4. To ensure that all reservation land shall remain tribal property and neither be sold nor divided by allotment.
4. No action shall be taken by or on behalf of the Maamawiino Anishinaabeg Nation in any way that operates to destroy or injure tribal grazing land, timber, or other natural resources.

### **E. Funds**

1. To engage in any business that will further the economic well-being of citizens of the Maamawiino Anishinaabeg Nation.
2. To borrow money from the Federal Government or other sources and to direct the use of such funds for productive purposes or to loan the money thus borrowed and to pledge or assign chattel or income, due or to become due.
3. To administer any funds, authorize and make expenditures from available funds for tribal purposes, including salaries, expenses of tribal officials, or employees, other tribal objectives, and various Department needs. All expenditures of tribal funds under the control of the Maamawiino Anishinaabeg Nation shall follow a budget.
4. The amounts so expended shall be a matter of public record to the citizens of the Maamawiino Anishinaabeg Nation at all reasonable times.
5. To raise revenue, including the power to levy and collect taxes and license

fees;

6. To deposit to the credit of the Maamawiino Anishinaabeg Nation funds without limitation on the amount in any account in an approved Bank whose deposits are insured by an agency of the Federal Government or with a bonded disbursing officer of the United States, in connection with such advances require to be so deposited
5. To borrow money from the Federal Government or other sources and to direct the use of such funds for productive purposes or to loan the money thus borrowed to a governing body of the Maamawiino Anishinaabeg Nation and to pledge or assign chattel or income, due or to become due.

#### **F. Contracts, Agreements, and Business**

1. To represent the Maamawiino Anishinaabeg Nation in negotiations with the Federal, State, and local governments, with private persons, and make decisions not contrary to the Alliance.
2. To consult, negotiate, contract, lease, compact, and conclude agreements on behalf of the Maamawiino Anishinaabeg Nation with Federal, State, and local governments or private persons or organizations on all matters within the powers of the Administration and Supervisory Council.
3. To negotiate treaties with the Anishinaabeg Nation and determine if other Chippewa Nations may join the Maamawiino Anishinaabeg Nation Alliance.
4. The Administration and Supervisory Council may, by ordinance, levy licenses or fees on nonmembers or non-tribal organizations doing business on two or more Reservations.
5. To engage in any business that will further the economic well-being of the citizens of the Maamawiino Anishinaabeg Nation.
6. To regulate and license where permitted by law, all business and professional activities conducted upon the reservation, provided that any assessment upon nonmembers trading or residing within the Nation's jurisdiction.

#### **G. Officials, Employees, and Staff**

1. To select and hire personnel and set salaries, terms, and conditions of employment for all governmental personnel in terms of employment for government employees.
2. To set its procedures, select its officers, and enact laws governing its members' attendance, including penalties for absences.

3. To employ legal counsel for the protection and advancement of the rights of the Maamawiino Anishinaabeg Nation; the choice of counsel and fixing fees.
4. To ensure that all Officers and employees of the Council responsible for the safety of the property and money shall be bonded in an amount sufficient to insure the Maamawiino Anishinaabeg Nation from loss.

## **H. Audit & Budget**

1. Administer Funds
2. Propose policies to the Central Council and laws and rules to the General Assembly.
3. Administer and supervise Departments, Boards, Programs, etc.
4. To request advancements to the control of the Tribe of any money deposited to the credit of the Tribe in the United States Treasury.
5. To develop an annual budget and present it to the Grand Council for approval.
6. To acquire an outside source to prepare an annual audit.
7. To maintain a detailed accounting system
8. To make the records available to the Maamawiino Anishinaabeg Nation citizens at all reasonable times.

## **I. Community**

1. To create advisory committees from citizens as deemed necessary.
2. To protect and foster the Maamawiino Anishinaabeg Nation's religious freedom, culture, language, and traditions.
3. To promote public health, education, charity, and other services that may contribute to the social advancement of the members of the Maamawiino Anishinaabeg Nation.
4. To promote and protect health education and the welfare of the Maamawiino Anishinaabeg Nation.
5. To safeguard and protect safety and peace.
6. To represent the Maamawiino Anishinaabeg Nation on all matters that concern its interests and welfare.

**Section 12. Compensation.**

Officials of the Administration and Supervisory Council shall receive reasonable compensation. No increase or decrease in their salary shall take effect until after the next General Election. No member shall receive compensation as an officer of another Maamawiino Anishinaabeg Nation government body during their term of office.