

**White Earth Community Council
Of Leech Lake
By-Laws**

**ARTICLE I
Title and Purpose**

Section I: Title
A) The organization shall be known as the White Earth Community Council of Leech Lake (WECC).

Section II: Purpose
A) Shall be to assure the equal measure of rights and justice for all White Earth Band membership and their eligible descendents.
B) To act as advocate for the White Earth tribal members residing on or near the Leech Lake Reservation
C) To effectively develop and promote programs, which may include, but are not limited to education, recreation, health and human services, housing and employment opportunities, Treaty rights and to assure equal measure of rights and justice for enrolled members of White Earth and their eligible descendants in the Leech Lake Reservation Area.

**ARTICLE II
Membership**

Section I: Membership
A) Shall be any enrolled White Earth Band member who resides on or near the Leech Lake Reservation or in any county directly within the border of the Leech Lake Area.
B) All enrolled members of the WE Band who are eighteen (18) years or older, who have established a legal residence of 90 days as defined by the WECC shall be members automatically and shall have the right to vote in all elections of the WECC.

Section II: Removal
A) A member as defined by Section I of Article 2 shall be removed automatically if he/she moves out of the area defined under Section I.

ARTICLE III

Membership Meetings

Section I: Annual Meeting

- A) An annual meeting of members shall be held and include the election of the WECC at a meeting place designated by the WECC.

Section II: Powers and responsibilities of the membership at annual meeting shall be:

- A) Elect the WECC Board Members
- B) Receive at the meeting an annual report of all business conducted by WECC and the annual treasurers report, including a detailed report of all bills received and paid, and of all funds received.
- C) Vote on the adoption of these by-laws and any amendments to these by-laws.
- D) Keep and publish minutes of the annual meeting, including the number of members present at each meeting.
- E) Set the overall policy of the WECC through resolutions and motions on activity.

Section III: Voting Participation and Procedure at Annual Meetings:

- A) Each member present shall have one vote.
- B) A Moderator selected from the floor shall chair the annual meeting and set procedure of debate, setting time limits on speakers and number of speakers allowed to speak for or against a motion, when necessary.
- C) Roberts Rules of Order shall be used to resolve any conflicts about procedures.

ARTICLE IV

Board of Directors

Section I: Composition:

- A) The WECC shall consist of five (5) members elected by enrolled members of White Earth residing in the boundaries of WECC as defined in Article II Section I-A of these by-laws.
- B) The officers of the WECC shall consist of a Chairperson, Vice-Chairperson, Secretary, Treasurer and one (1) elected at large board member.

Section II: Terms of Office

- A) The Board of the WECC shall be elected on a staggered basis for two (2) years for two (2) of the elected members; the other three (3) members shall be for one (1) year. After the initial year, these three (3) elected board members shall be elected for new terms. Thereafter, the terms of all board members shall be for two (2) years.

- B) At the first annual election following the adoption of these by-laws the board shall elect the officers. The Chairperson and Secretary will serve two (2) year terms. The Vice-Chairperson, Treasurer and Member at Large will be one (1) year terms.
- C) After the initial election, elections will be held every year. In even years, the Chairperson and Secretary will be filled, in odd numbered years the Vice-Chairperson, Treasurer and one (1) at large seat will be filled.
- D) Accurate records shall be kept at all times for elections.
- E) Those members who fill a vacancy will serve for the remainder of the term, after which the seat will be filled in an annual election for a regular term.

Section III: Procedures for Nominations.

- A) At the annual meeting nominations will be taken from the floor.

Section IV: Procedures for Voting.

- A) All eligible members present shall cast one vote for each position.

Section V: Vacancies

- A) Any vacancies on the council shall be filled through the consensus vote of the remaining members of the council only for as long as the remaining term of the predecessor.
- B) In the case of a vacancy of the Chair, the Vice-Chairperson shall assume the Chairperson's duties until an election is held to fill the vacancy of the Chair. If any officer is elected to the chair, another vote will be taken to fill the new vacancy. All other officers will retain their present seats until the next election.

Section VI: Removal of WECC Officers

- A) Dereliction of duty or neglect of duty, by a majority vote of all members present at a duly constituted meeting.
- B) Unexcused absence from two (2) consecutive regular meetings shall be cause for automatic removal, unless a majority vote of the board decides otherwise.
- C) Malfeasance in the handling of council affairs.
- D) Refusal to comply with any provisions of the by-laws of the WECC
- E) Conviction of felony in any tribal, county, state or federal court while serving on the WECC.
- F) The member to be removed shall be entitled to at least five (5) days written notice of the meeting and the grounds for the proposed removal and shall have the opportunity to be heard before the board.

ARTICLE V
Meeting of the Board of Directors

Section I: Regular Meetings

- A) The Board of Directors shall meet on the first Monday of every month. The time and location shall be announced and posted.
- B) Additional special meetings may be held at the request of the Chairperson of the Board of Directors or any three (3) other members of the Council, provided that board members have been given notice.
- C) In case of an emergency meeting each board member shall be notified by phone or in person.

Section II: Notice

- A) Each board member shall be given timely notice by phone or mail of each board meeting.

Section III: Quorum and Voting

- A) Three (3) members of the board shall constitute a quorum for conducting board business; at least two officers shall be included in the count for a quorum.
- B) Each member of the Board of Directors shall be entitled to one (1) vote.
- C) The Chairperson or any other board member acting as chair will only be allowed to cast a vote in case of a tie of matters presented to the Board of Directors.

Section IV: Procedure

- A) The board may adopt any procedure or policy consistent with these by-laws.

Section V: Order of Business

- A) Robert's rule of order shall govern the proceedings of all meeting of the Board of Directors, orders of business:
 - 1) Call to order
 - 2) Roll call
 - 3) Reading of minutes
 - 4) Treasurer's report
 - 5) Approval of bills
 - 6) Unfinished business
 - 7) New business
 - 8) Community Forum
 - 9) Adjournment
- B) All meetings of the Board of Directors shall be open to the general membership of WE.

ARTICLE VI

Duties of the Officers

Section I: The Chairperson shall:

- A) **Preside over and maintain order at all regular and special meetings of the Board of Directors.**
- B) **Call all board meetings.**
- C) **Sign with the Secretary and Treasurer, on behalf of the WECC all official papers and disbursements when authorized to do so.**
- D) **Present a report of negotiations, important communications, and other activities as deemed necessary for the conduction of business of the WECC and shall make this report at each regular meeting.**
- E) **With the consent of the board, shall assume responsibility for the implementation of all resolutions and ordinances of the WECC.**
- F) **Assume general supervision of the business activities of WECC and all officers and committees of the WECC.**
- G) **Shall not act on matters until the Board of Directors has deliberated and enacted appropriate resolutions or unless written delegation of the Board of Directors has granted authority.**
- H) **Shall not vote in meetings of the Board of Directors except in case of a tie, in the absence of a board member, and in amending by-laws of the WECC.**

Section II: The Vice-Chairperson shall:

- A. **Shall assist in carrying out the duties of the chairperson.**
- B. **In the absence of the Chairperson shall perform all the responsibilities and duties as set forth for the chairperson.**
- C. **Assumes all the responsibilities and duties in the case the chairperson becomes incapacitated or resigns until new elections are held.**

Section III: The Secretary shall:

- A) **Keep and maintain a complete record of the meetings of WECC and the annual membership meetings.**
- B) **Submit the minutes of the previous meeting.**
- C) **Sign with the Chairperson and Treasurer, all official papers and disbursements.**
- D) **Open to inspection at all reasonable times, adequate and current business transactions, accounts and inventory of property of the WECC.**
- E) **Serve all notices required for all meetings and elections.**

Section IV: The Treasurer shall:

- A) **Receive all funds of the WECC entrusted to it, deposit same in depository selected by the Board of Directors, and disburse such funds as authorized by the Board of Directors.**
- B) **Make a monthly report and account for all transactions involving the disbursement, collections, or obligations of the WECC funds. Treasurer**

- shall present such financial reports to the Board of Directors at each of its regular meetings.
- C) Keep and maintain, open to inspection by members of the WECC at all reasonable times, adequate and current business transactions and amounts of property of the WECC.
 - D) Submit an annual report to the membership on the financial status of WECC, including a detailed report on all funds expended and received.
 - E) Sign with the Chairperson and Secretary on behalf of the board, all official papers and disbursements.

ARTICLE VII Committees

Section I: Committees

- A) At the discretion of the WECC the chairperson shall appoint individuals from the general membership to temporary committees.
- B) WECC shall be represented on all temporary committees and an officer of WECC shall serve as the chair of the committee.

ARTICLE VIII Expenditures of Funds

Section I: Expenditures of funds.

- A) All organization expenditures are to be approved by the board by motion or resolution.
- B) All expenditures of the WECC shall be made by check and shall be signed by the Chairperson, Secretary and Treasurer.

ARTICLE IX By-Laws

Section I: Amendments

- A) These by-laws may be amended or alternated by a majority vote of members present and voting at a annual or a special meeting of the membership, provided that every member has received at least five (5) days notice of the changes being considered.

ARTICLE X
Adoption of By-Laws

Section IV: Organizational Committee

We do hereby certify that the following enrolled members of the White Earth Band of Chippewa at a duly constituted meeting of enrolled members adopted the foregoing by-laws for the White Earth Community Council on this 12th day of November, 2002 at Cass Lake, Minnesota.

Chairperson: Ken Perrault *Ken Perrault*
Signature of Chairperson

Vice-Chairperson: Joe Holstein *Joe Holstein*
Signature of Vice-Chairperson

Secretary: ~~Shirley LaDuke Fisher~~ *Theresa Wilson* (see below)
Signature of Secretary

Treasurer: Lynett Waldon *Lynett Waldon*
Signature of Treasurer

Board Members *Andrea M. Leeper*
Signature

Others: *Pic Pato Perrault*

Theresa Wilson
Secretary

Jacqueline Furbank

July 11, 02

Robert Hill

George Bass

Angelita Rose

Robert J. Matthews

**White Earth Community Council
Of Leech Lake
By-Laws**

**Article IV
Board of Directors
Amendment**

- Section I:**
- A) The WECC shall consist of six (6) members elected by enrolled members of White Earth residing in the boundaries of Leech Lake Reservation as defined in Article II Section I-A of these by-laws.**
 - B) The officers of the WECC shall consist of a Chairperson, Vice-Chairperson, Secretary, Treasurer and two (2) elected at large board members.**
- Section II:**
- A) The Board of the WECC shall be elected on a staggered basis for two (2) years for two (2) of the elected members; the other four (4) members shall be for one (1) year. After the initial year, these four (4) elected board members shall be elected for new terms. Thereafter, the terms of all board members shall be for two (2) years.**
 - B) At the first annual election following the adoption of these by-laws the board shall elect the officers. The Chairperson and Secretary will serve two (2) year terms. The Vice-Chairperson, Treasurer and Members at Large will be one (1) year terms.**
 - C) After the initial election, elections will be held every year. In even years, the Chairperson and Secretary will be filled, in odd numbered years the Vice-Chairperson, Treasurer and two (2) at large seats will be filled.**

ARTICLE X
Adoption of By-Laws

Section IV: Organizational Committee

We do hereby certify that the following enrolled members of the White Earth Band of Chippewa at a duly constituted meeting of enrolled members adopted for the foregoing by-laws for the White Earth Community Council on the 3rd day of August, 2005 at Cass Lake, Minnesota.

Chairperson: Ken Perrault Ken Perrault

Vice-Chairperson: Joe Holstein Joe Holstein

Secretary: Sharlene Harper Sharlene Harper

Treasurer: Lynett Waldon Lynett Waldon

Board Member Rebecca Wind

Others: _____
