

**CHEYENNE & ARAPAHO TRIBES  
ANNUAL TRIBAL COUNCIL MEETING  
October 4, 2008  
CONCHO COMMUNITY BUILDING- CONCHO, OK**

**RESOLUTION NO.100408ATC-002**

**DATE POSTED: September 8, 2008**

**DATE APPROVED: October 4, 2008**

**SUBJECT: Tribal Council Rules of Order and Procedure**

WHEREAS; The Cheyenne and Arapaho Tribes are a federally recognized Indian tribe organized under a Constitution approved by tribal membership on April 4, 2006 and approved by Secretary of the Interior; and

WHEREAS; Article V, §2 (d) of the constitution grants the Tribal Council the power to establish its own rules of order and procedures; and

WHEREAS; The Tribal Council shall adopt and follow rules of order and procedure for enacting all resolutions which shall include the following:

- (1) Annual Meeting. Annual Meeting of the Tribal Council shall be held on the First Saturday in October. No other meetings of the Tribes shall be held on the first Saturday of October including a Special Tribal Council meeting or a meeting of the Legislature. Annual Meeting shall be held at the Concho Community Center in Concho. The Tribes shall provide bus transportation for members of the Tribes to attend the Annual Meeting. Tribal Financial statement must be provided for Tribal Council.
- (2) Calling a Special Tribal Council Meeting. Special Council Meeting shall be held within Cheyenne & Arapaho Reserve Area. Upon request from the Tribal Council, transportation shall be provided and coordinated through the Office of Tribal Council.
  - a. *Special Meetings of the Tribal Council may be called by five members of the Legislature.* A formal request signed by five members of Legislature shall be submitted to the Coordinator and shall include purpose of the Special Meeting with proposed resolutions attached in proper format as indicated by the rules of order and procedure of the Tribal Council. No other business shall be conducted at the Special Meeting.
  - b. *Special Meetings of the Tribal Council may be called by valid petition signed by one hundred fifty Members of the Council.* Petition shall include purpose of Special Meeting with proposed resolutions attached in proper format as indicated by the rules of order and procedure of the Tribal Council. Validation of petition shall be coordinated between the Office of Tribal Council and Enrollment Office. No other business shall be conducted at the Special Meeting.

- (3) Posting and Publishing of Resolutions. All proposed Resolutions shall be posted by the Office of Tribal Council fifteen days prior to Annual and Special Meetings. Specific posting sites should include: Cheyenne & Arapaho Website, C & A Tribal Tribune, Concho Community Hall, and Concho Tribal Complex (Public Notice and Resolutions)
- (4) Notice. Public notice of all Annual and Special Meetings of the Tribal Council shall be posted fifteen days before such Meetings. Specific public notices should be published in the C & A Tribal Tribune, Watonga Republican, Thomas, Elk City, Seiling, Woodward, Canton, Clinton, El Reno, Geary, Kingfisher, and Weatherford Newspapers.
- (5) Introducing a Tribal Council Resolution. All proposed resolution shall be formally introduced to the Office of Tribal Council with supporting documents (i.e. hard copy and/or disk format) 30 days prior to scheduled meeting. All resolutions shall include statement identifying the specific resolution, if any, to be superseded, repealed, or amended, and all such Resolutions shall be placed on the agenda of the Tribal Council Meeting. Tribal Council Coordinator shall accept petitions seeking to repeal an enacted law or Resolution at any time and the matter shall be placed on the agenda of the next Tribal Council Meeting unless specified by petitioner. No item shall be placed on an agenda for a Tribal Council Meeting unless such item has been submitted to the Coordinator in writing by the requirements of the Constitution.
- (6) Order of Business. The order of business at any Annual and Special Meeting of the Tribal Council shall be as follows:
  - a. Call to Order
  - b. Invocation
  - c. Roll call
  - d. Selection of Chairman, Secretary, and Sgt. Of Arms
    - i. Chairman appoints eight counters.
  - e. Resolutions
    - i. Introduction of resolution
    - ii. Reading of resolution into Tribal Council Record
    - iii. Discussion
    - iv. Voting
  - f. Announcements
  - g. Adjournment:
  - h. Benediction


- (7) Procedures for Annual Meetings and Special Meetings
  - a. The Tribal Council Coordinator shall call meeting to Order.
  - b. Tribal Council Coordinator appoints Tribal Council member to perform invocation.
  - c. The Tribal Council Coordinator shall verify a quorum of at least seventy-five Members of the Tribal Council is met.
  - d. At the beginning of each Tribal Council meeting, the Tribal Council will select a Chairman to preside at the meeting to facilitate the meeting, a Secretary to record the decisions and publish the minutes of the meeting, and a Sgt. of Arms to maintain order.
  - e. Each proposed Resolution shall be read into Tribal Council record by the Chairman or Tribal Council member appointed by Chairman. The reading of Resolution shall take place between introduction of resolution and discussion of resolution.
  - f. Any Tribal Council Member may propose an amendment to a resolution during the discussion.
  - g. All decisions of the Tribal Council shall be made by majority vote of Tribal Council present. All Tribal Council Members shall be eligible to vote including Chairman, Secretary, and Sgt of Arms. The Tribal Council shall vote on each individual resolution separately, unless directed by vote of the Tribal Council.
  - h. Secretary shall provide a copy of the decision and minutes to the Coordinator by the end of five business days.
  - i. Coordinator of the Office of Tribal Council shall compile all approved laws and Resolutions within ten days of passage into a code which shall be published and housed in the Office of Records and Management.
  
- (8) Voting. The Tribal Council shall have the right to approve or disapprove proposed resolutions by secret ballot or hand count. A certified list of eligible voters, members of the Tribes age eighteen and older, will be provided by the C & A Department of Enrollment and will be used at all Annual and Special Meetings (i.e. wristbands or voting fans).
  
- (9) Proposed Resolutions. Proposed resolutions shall include: Meeting date, time, and location resolution will be presented; Resolution number space for Office of Tribal Council to apply appropriate number; date posted; date approved space for the Office of Tribal Council to apply appropriate approval date; signature lines for Chairman and Secretary (see attached A).
  
- (10) Petitions. Petitions for Special Tribal Council Meetings and petitions for repeal must be filed by close of business.

- a. *Petitions to call Special Tribal Council Meeting* shall include: date, time, and place of proposed Special Meeting site; all proposed resolutions in order of presentations during Special Meeting; and Tribal Member's name printed and signed (See attachment B).
- b. *Petitions to call Special Meeting of the Tribal Council to repeal an enacted law or resolution* shall include: date, time, and place of proposed Special meeting site; bill or resolution number to repeal; bill or resolution subject; and Tribal Member's name printed and signed (See attachment C). Repeal petitions must be submitted the day before the Legislative Bill takes effect as law.

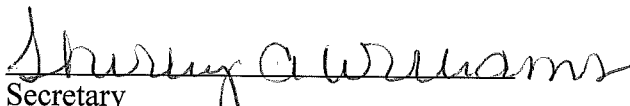
(11) Maintain Order. It is the duty of the Chairperson of the Tribal Council to conduct the Annual and Special Meetings in a fair and proper manner.

NOW, THEREFORE, BE IT RESOLVED that the Tribal Cheyenne & Arapaho Tribes hereby enacts the following rules of order and procedure (with attachments) for the Branch of the Tribal Council.

2008 TRIBAL COUNCIL OF THE  
CHEYENNE & ARAPAHO  
TRIBES

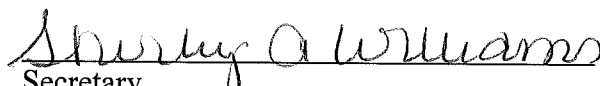
  
Chairman

ATTEST:

  
Secretary

CERTIFICATION

I, the undersigned, as Secretary of the 2008 Tribal Council of the Cheyenne & Arapaho Tribes; do hereby certify that a quorum was present at the duly call Annual Tribal Council Meeting held on the 4th day of October, 2008, and that the foregoing resolution was adopted by the affirmative vote 127 for, 5 opposed and 12 abstaining.

  
Secretary