***CHEROENHAKA (NOTTOWAY) INDIAN TRIBE OF SOUTHAMPTON COUNTY VIRGINIA HERITAGE FOUNDATION BOARD CALL MEETING RAWLS LIBRARY COURTLAND,VIRGINIA 9AM-12NOON MARCH 13TH 2010* DRAFTED BY: DEBORAH MOTAHARI (BOARD MEMBER)**

 **\*MEETING OPENED WITH IROQUOIS PRAYER BY CHAIRMAN BROWN\***

**PURPOSE OF MEETING:**  Call meeting for Heritage Foundation Board Members and Tribal Council Members.

**ROLL CALL:** Chairman Walt Brown, Vice-Chair Ellis Wright, **BOARD MEMBERS:** Teressa Baxter (Heritage Foundation Treasurer), Cynthia Brown, Deborah Motahari, Beverly El, and Teresa Preston (At Large Board Member), **OTHER MEMBERS:** Vashti Clarke (Tribal Council Member), Lovie Roscoe (Tribal Council Member), and Waleisha Hunt.

* Chairman Brown wants phone calls made to board and council members the day before meetings to make sure they will be in attendance. Ellis says he doesn’t look at his email.
* Chairman Brown states he has updated the Tribal Roster with new additions and asked that Cynthia, Teresa Preston, and Deborah Motahari need the new updates.
* The letter for Sponsorships was given to Cynthia Brown to send out to Corporations.

**CONSTITUTION AND BY-LAWS:**  The updated Amendments were given to the Board Members present today for their Heritage Foundation Board Member Book which should be on their person at every scheduled meeting. Article XVI Amemdments for Clans was discussed again with the new updated Clan information as follows:

**Air                             Water                                   Land**

Hawk-Chief                      Beaver-Ethel Johnson               Wolf-William Lamb Howell

Snipe-Vashti                    Turtle-Donnie Freeman             Bear-Deborah Motahri

Heron-Ellis Wright          Eel-Charlene Suter                  Deer-T.J. Hewitt

* **Note:** The Fox Clan will not be used because we are using the Wolf Clan. Chairman Brown referenced the 2003 Graveside Ceremony for the Lamb family due to Wolf Clan.
* The Wild Potato Clan is being considered as an adoption for a tenth Clan.
* Chairman Brown asked if there were any discussions needed or suggestions referencing the Clans.
* A motion was needed from the Council to amend Article XVI with changes referencing the Fox Clan being deleted and the Clans be accepted as stated. The Motion was moved by Teressa Baxter and 2nd by Cynthia Brown.

**OTHER BUSINESS:** All who are taking notes need to make sure Deborah Motahari gets them either at the end of the meeting or some time during the next few days by email.

* Ethel Johnson is in intensive care.
* Cover letter for Tribal Application is updated and sent to secretaries. Jill Shumaker’s tribal card needs to be done.
* Reaffirmation Certificates need to be filled out if you haven’t done so.
* Vashti needs to talk to her cousin John Turner about getting his father’s information for genealogy.
* Chief needs people to do Ancestry.com…password is LittleHawk. The sign on will need to be retrieved from Jade Hanson. He stressed that those given the log on will be depended on for information when he calls and ask you to research something for him.

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**HAWK HABITAT:** Debbie Jeter (Bear Path Acres) -Hawk-Habitat building will be March 21 since the hawk arrives on her farm on 3/16/10. Vashti to send email to Deborah Motahari to be sent out to volunteers regarding labor.

**HERITAGE FOUNDATION TREASURY:**

* There has been no audit of the accounts since 2007. An Audit needs to be done by the 15th of April. Cynthia Brown, Teressa Baxter, Teresa Preston, Vashti Clarke, and Beverly El need to do this audit.
* Chairman Brown states that communication is needed between all of us to get this accomplished. He also asked if there were any volunteers to do this. He prefers someone local.
* Calendar needs to be done to show when we will do these things every year. This should be done every January for the previous year. Chief wants financial statements to be updated every 3 months so that it will be easier at the end of the year.
* Chairman Brown also advised that a letter of Violation was received from Lauren Harper at BB&T. Vashti Clarke, Cynthia Brown, Lovie Roscoe, and Teresa Preston need to obtain a list of auditors in VA and what they charge for future reference. Chairman Brown has asked Cynthia Brown to take the Lead in searching for Non-Profit Organizations inVa.
* He also reminds Cynthia Brown and Teressa Baxter that the 990 and the 102 needs to be done as soon as possible. He does not want to lose our Foundation.
* Teressa Baxter has stated she bought a computer program that will assist her in her bookkeeping for the Foundation Account.
* Deborah Motahari presented hours for work done but was asked to hold until next meeting.

**TRIBAL LAND:**

* Dept of Nature Conservancy-Kea Turner-VA Wildlife & Game-Longleaf Pines-need to see if they will do a grant to re-seed. Approximately 64 acres to be re-seeded. The earliest we can plant now would be in December and land must be cleared/burned. Vashti suggested asking local fire dept. if they would burn the land and use it as a training exercise. Chairman Brown said no, he wants a grant for it. We will do a 60/40 split for spray and burn for timber land.
* Chairman Brown said he will e-mail those of the date of meeting for planting seedlings he already has.
* Chief read letter from 2/27/2010/email re: new parcel of land. Last offer was $1450 an acre at $224,250. Still awaiting a response. Kea Turner informed Chairman Brown that the Timber Price is between $163,000 - $164,000. Cynthia and Ellis need to submit (Conditional Use Permit) he can’t do this because it would be a conflict of interest due to the fact he is a Board Supervisor.
* Bill Marbley gave an estimate to clear 10 acres of $1500 an acre which includes stumping, etc. We can build as many ponds, etc. as we like as long as the soil is not removed from the land. If it’s removed, (if we want to sell the sand) we would need a permit. A disturbance permit would cost us $500.

**ANA GRANT WRITING CONFERENCE:**

* Chairman Brown explains difference in communities to Lovie Roscoe. He said that the Tribe is one community. Resumes are critical to be with the Grant when it is sent off he states. Lovie Roscoe has suggested that we need to work as a group to get the Grant accomplished and that the Budget is the hardest part of the grant. Chairman Brown explained the Line Diagram.
* Chief needs to call the Homestead Hotel & reserve a room for Wed & Thurs for Cynthia and Teresa Preston to go to the grant seminar. Rate is $119 a night. Cynthia is supposed to take the tax exempt form. Chairman Brown stated that when he asks someone to do something he expects them to do so.
* Vashti moved/Beverly 2nd for Cynthia, Lovie, and Teresa Preston to attend ANA Grant writing Conf.
* Debra Motahari moved/Beverly 2nd to pay for room.
* Tribal PO Box in Courtland needs to be paid. Ellis says no notice rec’d; however the Chief had it in his possession.
* MEETING CONTINUED AT FOR PETE’S SAKE 12:30P

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**Funds Received:**

1. Amanda Flynn-$250 check ($185 land/$50 admin/$15 card)
2. Jimmy Clark-$250 check  ($175 land/$60 admin/$15 card)
3. Justin Clark-$250 check ($175 land/$60 admin/$15 card) \*note: 2 checks in the amount of $675 & 75 were received for the above payments. (T.J. Hewett’s family) Also a check in the amount of $215 needs to be written from the H.F. checking account to the Tribal checking account .
4. John Artis’ application received with $50. Needs to be returned for correct fee. Cover letter was not sent with application.
5. Patricia glover-$150 check ($50 admin/$100 land)
6. Rondell Hunter-$25 check for issue 6 Waskehee
7. Rondell Hunter-$100 land-money order
8. Rondell Hunter-$60 admin check
9. Robert El-$60 admin
10. Beverly El-$400 land
11. Robert El-$400 land \*note: The above was one check for $800
12. Annie/Karen/John/Sean Stetson-each gave $100 for land on one check -total $400
* Issues 1-5 of Waskehee have been copyrighted…TX7-076-577
* Tanterrian mailed in 2 charitable foundations which were given to Waleshia to add to her list.
* Foundation P O Box in Franklin needs to be paid.
* Letter from Helena Lane read her tribal card needs to be duplicated.
* Thank you note read from Library of Virginia 2/10/2010 regarding Issue VI of the Waskehee given.
* Received letter from Hampton Univ. for January Vendor Registration.
* Debra to send email to all members adv if they change email, etc. they need to notify Chief. He sent cards to several people and they keep coming back.
* Mary Francis Wilkerson’s brother died.

**HERITAGE FOUNDATION CHECKING ACCOUNT:**

**ACCOUNT BALANCE:**  $16029.59 FEBRUARY 28, 2010 **\*WITH OUTSTANDING CHECKS**

**1.MACKANS - #1070- $199.16 2.TRIBE - #1071 -$ 60.00 3.GAS AND PARKING EXPENSE WAS INCLUDED IN THIS TOTAL AS WELL**

**ACTUAL BALANCE: $15770.43 + $2225.00 TODAY $17995.43 - $ 500.00 KEA TURNER CHECK FOR CRUISE OF LAND $17495.43 - $ 265.00 TRIBAL ACCOUNT REIMBURSED CHECK $17230.43 + $ 690.00 DEPOSIT 3/5/2010 $17920.43 FINAL TOTAL**

\*MEETING CLOSED WITH IROQUOIS PRAYER\*

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