

# WI TRIBAL COURT CLERKS ASSOCIATION

Annual Meeting – Ho Chunk Nation

Black River Falls, Wisconsin

Meeting Minutes

October 12, 2018

## **Opening:**

The annual meeting of the WI Tribal Court Clerks Association was called to order at 9:30 a.m. on October 12, 2018 at Black River Falls, Wisconsin by President Wayne Malone. Clerks from 7 tribal courts were present. Quorum was established

**Roll Call:** Secretary/Treasurer – Tina Bushong

### ***Tribal Courts present:***

Bad River - Absent

Forest County Potawatomi – Tina Bushong and Tara Kress

Ho-Chunk Nation – Jennifer Orozco, Margaret Falcon, Kelly Baker, Tabitha Ostrem  
Mary Thunder, Melissa McKee

Lac Courte Oreilles – Susie Taylor

Lac du Flambeau - Absent

Menominee – Reynel Tucker

Mole Lake – Absent

Oneida – Jean Webster (in person), Raeann Skenandore (telephonically), Katrina Mungo (telephonically)

Red Cliff – Absent

St. Croix – Katy Merrill

Stockbridge Munsee – Wayne Malone

## **1. Approval of Agenda:**

Motion to approve the agenda was made by Raeann Skenandore. Seconded by Tabitha Ostrem. Motion carried 7-0-0.

## **2. Acceptance of Meeting Minutes:**

Motion to approve the meeting minutes from the April 20, 2018 quarterly meeting was made by Tara Kress. Seconded by Kathy Merrill. Motion carries 7-0-0.

Motion to approve the meeting minutes from the July 13, 2018 quarterly meeting was made by Tabitha Ostrem. Seconded by Tara Kress. Motion carries 6-0-1.

3. **President's Report:** Written Report provided by President Wayne Malone.

There was a question as to what is going on with the link to a webpage on WTJA. Wayne Malone explains that we asked WTJA to put an icon on their webpage. Jeanne Webster is working on that. Basically, permission was asked of WTJA to share an icon on both pages. That was approved by WTJA. Jeanne explained that it is just a link on the WTJA page. We will not have our own page per se. Only a link to get to the clerks.

A motion was made by Raeann Skenandore to accept the president's report. Seconded by Kelly Baker. Motion carried 7-0-0.

4. **Treasurer's Report:** A written report was provided by Secretary/Treasurer Tina Bushong as follows:

1.	Balance on April 20, 2018:	\$3,283.43	
2.	Deposits & Payments:		
	Deposit:	7/20/18	\$ 6.00 YourCause Contributions
	Payments:	9/25/18	-\$20.75 Checks

**CURRENT BALANCE: \$3268.68**

A motion to accept the Secretary/Treasurer's Report was made by Tara Kress. Motion seconded. Motion carried 7-0-0. However, it was asked if there could be an amendment to that report in order to have the current secretary/treasurer, Tina Bushong, develop a transition plan which will help future newly elected secretary/treasurer's transition into that position. All members were in favor.

A motion was made to accept the treasurer's report with amendment by Jennifer Orozco. Seconded by Margaret Falcon. Motion carries 7-0-0.

5. **Elections**

All four board member positions were up for re-election. Only one person was nominated for each position. Therefore, no voting was required. Results are as follows:

A. **President.** Margaret Falcon nominates Kelly Baker as President. Kelly Baker elected by default, with no opposition and accepts the position.

- B. Vice-President. Margaret Falcon nominates Susie Taylor. Susie Taylor elected by default, with no opposition and accepts the position.
- C. Secretary/Treasurer. Margaret Falcon nominates Jean Webster. Jean Webster elected by default, with no opposition and accepts the position.
- D. Member-at-Large. Margaret Falcon nominates Katy Merrill as Member-at-Large. Katy Merrill elected by default, with no opposition and accepts the nomination.

6. **Tax Exempt Status:**

Howard Bichler was present and gave the following report:

- Whenever an association is incorporated as tax exempt, there is a reporting due to keep the IRS up-to-date. That has not been done. Judicare is working on this; however, their staff is down 2 to 4 attorneys. He, himself, has been out on family medical leave for 12 weeks. What is important with being tax exempt is that any gifts received must be reported. Going through the forms will take time but it will be done in a timely fashion. He will have a better report in January.
- When Judicare is fully staffed, they can help courts in ways such as writing Codes. This, however, will have to go through the tribe's Council for their approval. If any tribe has questions or projects, please contact Judicare.
- When Judicare attorneys are in the courtroom, they represent clients that meet the low income guidelines. Howard encouraged all clerks to allow telephonic court appearances, if possible, as this saves Judicare money.

7. **Resolution**. A copy of the signed original Resolution 420.181 Honorary Members was passed out to all clerks.

8. **Logo**. A copy of the approved Logo was passed out to all clerks.

9. **Ad Hoc Webpage**. As stated in No. 3. above, at this point, there is no invoice for having a link for the webpage. The costs are minor as WFJA has a page. The two people that will be administrator of the link will be Jean Webster and Katina Mungo from Oneida. Jean Webster will forward more information via email regarding the costs. With approval of all present, it was decided we will vote via email as well when we have that information.

**10. Other Business:**

- A. Katina Mungo was nominated by Raeann Skenandore to be a new Ad Hoc Committee member. Seconded by Margaret Falcon. Katrina Mungo accepts.

Ad Hoc Committee Members:

Tabitha Ostrem  
Margaret Falcon  
Katrina Mungo

- B. A discussion was held regarding more specific clerk training as this is an issue, according to the survey. Some of the questions brought up were should the host have to be the ones responsible for training and should we have annual calendar for training.
- C. Also discussed was how to get new clerks involved. Should we go to new locations instead of following judges?

**Adjournment:** Meeting adjourned at 11:06 a.m.

Minutes submitted by: Tina Bushong

Approved:

*WTJA meetings for 2019 shall be as follows:*

<i>January 10 &amp; 11, 2019</i>	<i>Forest County Potawatomi Milwaukee, WI</i>
<i>May 23 &amp; 24, 2019</i>	<i>Ho Chunk Nation Madison, WI</i>
<i>July, 2019 (days tbd)</i>	<i>Lac du Flambeau Lac du Flambeau, WI</i>
<i>October, 2019</i>	<i>TBD</i>