



Little River Band of Ottawa Indians

375 River Street
Manistee, MI 49660
(231) 723-8288

Resolution # 02-0807-04

Placing Restrictions on Check Signers

WHEREAS, the Tribe's status as a federally-recognized Indian tribe was reaffirmed and restored by Congress pursuant to Public-Law 103-324, 108 Stat. 2156

WHEREAS, pursuant to Article IV, section 7 (i) of the Tribal Constitution, the Tribal Council is authorized to manage Tribal funds under the exclusive control of the Tribe; and

WHEREAS, the Tribe has established a number of general and special-purpose checking accounts with National City Bank of MI/IL; and

WHEREAS, the Tribal Council has by, Resolution # 02-0717-03, designated the persons authorized to sign checks from certain accounts, to only include the names of Little River Band of Ottawa Indian Officials holding an office that is subject to election by membership vote; and

WHEREAS, the Tribal Council recognizes that there should be some restrictions placed on check signers; and

NOW THEREFORE IT IS RESOLVED THAT the Tribal Council of the Little River Band of Ottawa Indians prohibits any check signer from signing a check that is made payable to themselves; and

IT IS FURTHER RESOLVED THAT each check signers shall refrain from signing a check that is payable to their immediate family member, as defined in the personnel manual of the Tribe, or to any other individual that is living in the same household; and

IT IS FURTHER RESOLVED THAT check signers shall refrain from signing a check that is payable to a contractor/servicer, for a service that the check signer would personally benefit from; and

IT IS FURTHER RESOLVED THAT the Tribal Council hereby requests that accounting personnel shall make every attempt to disclose to a check signer, if the checks needing to be signed contain a payment to the direct benefit of such check signer.

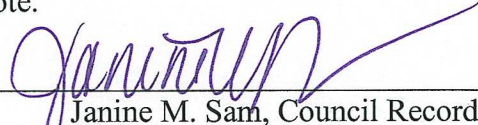
IT IS FURTHER RESOLVED THAT back-up documentation be included or attached to the check.

IT IS FURTHER RESOLVED THAT payroll checks are excluded from this resolution process;


IT IS FINALLY RESOLVED THAT the CFO is directed to create a regulation, for submission to and approval by the Tribal Council, under the Budget & Appropriation Ordinance, regarding check signing processes and the conflict concerns listed in this resolution within the next 60-day.

CERTIFICATE OF ADOPTION

I do hereby certify that the foregoing resolution was duly presented and adopted by the Tribal Council with 7 FOR, 1 AGAINST, 0 ABSTAINING, and 1 ABSENT, at a Regular Session of the Little River Band of Ottawa Indians Tribal Council held on August 7, 2002, at the Little River Band's Community Center in Manistee, Michigan, with a quorum being present for such vote.



Janine M. Sam, Council Recorder



Stephen Parsons, Council Speaker

Attest:

Distribution: Council Records
Tribal Ogema
Tribal Court
Legal Department