

**Little River Band of Ottawa Indians**

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

**Resolution # 03-0611-163**

*Approval of Comptroller General Job Description and Authorization of Exception to Post Position*

WHEREAS, the status of the *Gaá Čhíng Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and Treaty-making power is confirmed in numerous treaties, from agreements with the initial colonial powers on this land, to various treaties with the United States; and

WHEREAS, the Little River Band of Ottawa Indians (Tribe) is descended from, and is the political successor to, the Grand River Ottawa Bands, signatories of the 1836 Treaty of Washington (7 Stat. 491) with the United States, as reaffirmed by federal law in P.L. 103-324, enacted in 1994; and

WHEREAS, the Tribe adopted a new Constitution, pursuant to a vote of the membership on May 27, 1998, which Constitution became effective upon its approval by the Assistant Secretary-Indian Affairs on July 10, 1998; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(a) to provide for the public health, peace, morals, education and general welfare of the Little River Band and its members; and

WHEREAS, the Tribal Council adopted the Audit Ordinance, #03-100-08 by resolution # 03-0611-162 which creates the positions of Comptroller General and Internal Audit Manager, and Staff Auditor; and

WHEREAS, the Tribal Council has determined that it is necessary to fill only the position of Comptroller General in order to begin complete implementation of the Audit Ordinance; and

WHEREAS, the Tribal Council has reviewed the proposed job description for the position of Comptroller General, and has determined the salary level based on information obtained from Compdata Surveys 2002 - Michigan, and comparing the position to an Senior Auditor in a not for profit organization in a similar geographic/market region; and

WHEREAS, the Tribal Council reviewed the job description in December 2002, February 2003, and June 2003;

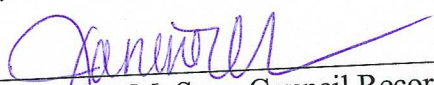
NOW THEREFORE IT IS RESOLVED THAT the Tribal Council of the Little River Band of Ottawa Indians hereby approves the Job Description for the position of 'Comptroller General' and directs that the position be posted by the Human Resource Department with a closing date on the posting of July 17<sup>th</sup> and that such posting shall include at least one professional publication or similar location.

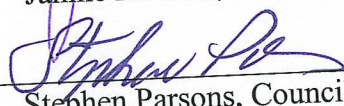
IT IS FURTHER RESOLVED THAT the Tribal Council hereby identifies the following interview team on behalf of the Tribal Council, including those required persons as set forth in the *Government Operations Personnel Manual* - Stephen Parsons, Speaker; Janine Sam, Recorder; Duane Hopkins, Interim Chief Financial Officer; and that Stephen Parsons shall be the contact person for the Human Resource Department in the event questions arise in the posting, screening and reference/background check processes. All representatives of the Tribal Council shall be eligible to participate in the interviewing and selection decision process.

IT IS FINALLY RESOLVED THAT the Tribal Council has identified that the development of an Internal Audit Department and staffing that department is a integral requirement in guiding the development of the Tribe's processes, financial policies and reporting, and internal checks and balances in the Tribe's organizational growth during the immediate years and on a long term basis, and as such an exception to the prohibition regarding hiring new personnel set forth in Resolution # 03-0423-105 is hereby granted.

### CERTIFICATE OF ADOPTION

I do hereby certify that the foregoing resolution was duly presented and adopted by the Tribal Council with 9 FOR, 0 AGAINST, 0 ABSTAINING, and 0 ABSENT, at a Regular Session of the Little River Band of Ottawa Indians Tribal Council held on June 11, 2003, at the Little River Band's Community Center in Manistee, Michigan, with a quorum being present for such vote.

  
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Janine M. Sam, Council Recorder

  
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Stephen Parsons, Council Speaker

Attest:

Distribution: Council Records  
Tribal Ogema  
Tribal Court  
Legal Department