



Native Village of Eklutna
Tribal Government

January 27, 2020

NOTICE OF ANNUAL TRIBAL MEMBERSHIP MEETING

***** DATE CHANGED TO MARCH *****

Election for Three (3) Tribal Council Positions

Vice President, Treasurer, and Trustee

12:00 PM – 3:00 PM, Saturday, March 7, 2020

Location: The annual Native Village of Eklutna (NVE) Tribal Membership Meeting will take place at **Nuka Wellness and Learning Center**, 4085 Tudor Centre Drive, Anchorage, AK 99508, located behind the Alaska Native Medical Center on Saturday, March 7, 2020. Lunch is being served from Noon to 1:00 p.m.

Quorum: The NVE Constitution states "*a quorum of the general membership shall consist of fifteen percent (15%) of the Native Village of Eklutna.*" NVE enrollment records show there are **249** Full Tribal Members who will be 18 years of age or older on the day of the election. Therefore, thirty-eight (**38**) voters are needed for there to be a quorum.

Other matters to be voted upon:

- i. Approval of January 26, 2019 Tribal Membership meeting minutes and other normal meeting decisions.
- ii. Any other matter that may properly come before the meeting.

Amended Election Ordinance and Annual Meeting Date: The Tribal Council approved changes to the Election Ordinance in February and July 2019; after considering NVE's workload and schedule conflicts. The Annual Tribal Membership meeting will be the first Saturday in March of each year.

This change allows a Quarterly meeting to occur in January before any first quarter reports are due to grantors, reduce extra duties during the holidays, and still have an election before the regular Quarterly meeting in April. The Council also added a rule regarding identification for Ballots issued at the Annual Meeting. The rules already allowed the Election Committee to issue absentee ballots when the person was known to the Committee.

The New Rule is in Section 2D 10. *“In the event that an eligible Tribal Member does not have valid ID, they can be identified by the Election Committee on site or by three voting Tribal Members as a recognized individual and receive their ballot.”* An updated Election Ordinance is enclosed.

Ballots may be requested any time after the Notice of Meeting is sent out. A Ballot Request form must be submitted with a readable copy of the requester’s identification and signature.

Request for Absentee Ballot: A person who seeks to vote by absentee ballot shall file a request for an absentee ballot in person, by mail, email transmission, by facsimile, or by delivery by an individual authorized by the voter, to the Election Committee at any time after the Notice of Election has been mailed or posted. Unless the person requesting an absentee ballot is present and personally known to the Election Committee Member, any request for an absentee ballot must be accompanied by a copy of a photo identification card for the voter issued by a governmental body (i.e. a State driver's license, a passport, etc.). The Election Committee shall note the names of those requesting absentee ballots on a list of qualified voters and note when ballots were provided. **Ballots may not be distributed until after the candidate deadline.**

Send Ballot Requests by email to: nveelections@eklutna.org

Send Ballot Requests by mail to: **Bartz Englishoe and Associates, Eklutna Election**
5711 Radcliff Drive, Anchorage, Alaska 99504

Ballot Requests made in person or for pick up may only occur at the NVE Administrative Office.

For an absentee vote to be counted, it must be executed and received by the Election Committee by either personal delivery or by mail prior to the time the polls close, and **the envelope containing the ballot must be signed by the voter.**

Positions to be Filled: The 2020 election is for Vice President, Treasurer, and one Trustee. These positions are currently held by Maria Coleman, Adam Leggett, and Lois Munson.

Any duly enrolled full member of the tribe, eighteen (18) years of age or older as of the date of the election, is eligible to be a candidate for election to the Tribal Council; provided, however, that no person shall be eligible if he or she has been convicted of a felony.

Request for Candidacy: Any Tribal Member who is an eligible voter and wishes to be a candidate for a Tribal Council Officer position may have their name placed on the ballot by filing a written Request for Candidacy no later than 1:00 pm, fifteen business (15) days prior to the date of the election and, if more than one Tribal Council Officer position is to be filled, designating the Officer position being sought. **The required Candidacy Request Form is attached.** This year, requests for Candidacy must be received by **1:00 pm on Friday, February 14, 2020.**

Election Committee & Election Board Email: nveelections@eklutna.org

Please send requests for forms and any written concerns, to the **Council Election Board and Election Committee** at this email address. If an eligible voter has any questions regarding the procedures or need instructions for filling out the forms, the Election Committee will respond. The Board will respond to questions about rules and problems. Written requests and questions may also be delivered to the NVE Offices to forward to the Board and Committee.

Election Board: The **Council Election Board** shall observe ALL Election procedures in order to ensure that the election is conducted objectively and fairly; review Tribal Member requests and concerns; and report any irregularities to the Tribal Council. Council Election Board members are Aaron Leggett, Dustin Lorah, and Susan Olson. They can be contacted at the email address above or through the NVE Administrative Office, 26339 Eklutna Village Road, Chugiak, AK 99567.

The Council Election Board provides “oversight” through review of documents, determining responses to questions or complaints submitted by Tribal members, working to ensure an objective approach and reduction of potential personal bias. Questions and concerns must be submitted in writing for the Board to determine a response.

Election Committee: The **Election Committee** shall supervise, administer and conduct all tribal elections in accordance with the Election Ordinance and the Constitution of Native Village of Eklutna, provide recommendations at the request of Tribal Council, and carry out other duties as set out in the Election Ordinance and Election Process Guidebook. Election Committee members are Bartz Englishoe and Associates, with Sharron Munson and Tonya Nickoli. Sharron and/or Tonya will be available at the NVE Office to assist Tribal Members with in-person requests.

Polling Place / Ballot Box: The **Polls will open on February 14, 2020**; after the Candidate Request deadline, during normal business hours. On the date of the election, the polling place shall be located at the place of election, Nuka Wellness and Learning Center from 12:00 pm to 3:00 pm.

There are two Ballot Box locations up until the date of the election. Bartz Englishoe and Associates will only receive mailed ballots. The NVE Administrative Office will accept personally delivered ballots, however, the back of the ballot envelope must be signed by the voter. The Election Committee will take steps to protect privacy and keep the Ballot Boxes secured.

Office Hours: NVE offices are open Monday thru Friday, 9:00 am to 5:00 pm, except Holidays observed by NVE. Tribal Members are encouraged to vote in person during the annual meeting.

Meeting packets: will be mailed out prior to the Annual Meeting.

A supplemental memo covering additional information on Council commitments, election calendar, and meeting location map is being mailed with this Notice.

Required Enclosures Attached:

- Request for Candidacy Form
- Request for Absentee Ballot Form
- Change of Address and Name Form

Respectfully Submitted,
Native Village of Eklutna


Dorothy Cook
Tribal Council Secretary

January 27, 2020