



SENECA-CAYUGA NATION

CONSTITUTION COMMITTEE MEETING

DATE	Monday, November 30, 2025	TIME PLACE	2pm CT Private Home + Zoom	FACILITATOR	Carrie Kneeland
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MEMBERS			
Roberta Smith	Present	Yvonne Perryman	Not Present
Carrie Kneeland	Present	Jo Lynn Gentry	Present – Zoom
Natalie Dixon	Present	Others Present:	Curt Lawrence – Not Present 2 General Council Members

TIME	ITEM	OWNER
2:36pm	Called to Order - Quorum established at the Seneca-Cayuga Nation's special Constitution Committee (CC) meeting.	Carrie
	<p>Approval of Previous Minutes – No minutes approved on 11/30/2025. See minutes of 12/22/2025 for approval of 11/24/2025 and 11/30/2025 meeting minutes.</p> <p><u>CERTIFICATION</u></p> <p>On <u>12/22/2025</u> the minutes of <u>11/24/2025</u> were approved by unanimous committee consent. Copy emailed to BC Secretary on <u>12/29/2025</u>.</p> <p>Attest: <u>/s/Natalie Dixon</u></p> <p>Natalie Dixon, Secretary</p>	Natalie

TIME	ITEM	OWNER
	Housekeeping <ul style="list-style-type: none"> i. Roll Call ii. Approval of Previous Meetings Minutes – NOV 24, 2025 iii. Confirmation of next meeting – DEC 08, 2025 	Natalie
--	Planned Agenda <ul style="list-style-type: none"> • Housekeeping • Quick Newsletter Review • Duties of Office • Open Forum • Next Constitution meeting 12/08/2025 @ 6pm 	
Minutes Begin		
	<p>Discussion over proper quorum was had before meeting is called to order and is included in these meeting minutes for posterity and transparency's sake.</p> <ul style="list-style-type: none"> • Constitution Committee (CC) member states they believe 3 could be considered quorum. The group decides to wait for 4th member presence (entry @ 2:34pm CT) so there is no question as to Constitutionality of this meeting. • CC member references ongoing community discussion on By-Laws Article III Section 2 (quoted below, emphasis by CC member) surrounding the wording of "majority" versus quorum. By-Laws section was the most relevant to member discussion. <ul style="list-style-type: none"> ○ "Special meetings of the council may be called by the Chief, and shall be called by him upon the written request of the majority of the Business Committee or the written request of One-hundred fifty (150) members of the Nation." <p>Meeting called at 2:36pm Central with 4 member quorum.</p>	
	Newsletter draft discussion begins <ul style="list-style-type: none"> • Members to send photos to Natalie to include in newsletter draft • Point of contact in tribal administration may have 	

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	<p>changed due to Deputy Director's transfer to employment in tribal enterprise</p> <ul style="list-style-type: none"> Recent history of government reform by Business Committee reviewed as a group <ul style="list-style-type: none"> Business Committee Resolution 011-081622 located here Constitution Advisory Committee created in 2023 after series of 2023 Constitution and By-Laws amendments including: <ul style="list-style-type: none"> Lowering General Council (GC) quorum from 225 to 150 GC members in By-Laws Article IV Section 1 (Quorum) and By-Laws Article III Section 2 (Special Meetings) Clarify membership provisions and replace "marriage" wording of Constitution Article III (Membership of the Nation) Require use of Robert's Rules of Order with parliamentarians who may or may not be member of the Nation in By-Laws Article III Section 6 (created for this purpose) Including clear end-of-term provisions for elected officials in Constitution Article VIII (Annual Meetings) 	
	<p>Update requested of General Council petition given to Chief so he can call the Special Meeting</p> <ul style="list-style-type: none"> General Council member present states Chief was given petition the Tuesday prior (11/18/2025) and Chief said he would work with the Executive Director to put out the call <p>Newsletter discussion resumes</p> <ul style="list-style-type: none"> Possible drafts to include in newsletter outreach could be Oath of Office, Tribal Legislative Hierarchy, Qualifications of Officers 	
	<p>General Council Resolutions possible procedures discussed</p> <ul style="list-style-type: none"> Having General Council Resolutions ready a set # of 	

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	<p>months before the Annual Meeting (3 or 6 months suggested)</p> <ul style="list-style-type: none"> • Having General Council Resolutions include budgets when matter requires (additional) funding • Possibility of including elected official duties in helping constituents with passing General Council Resolutions • Having a template would aid in sound General Council Resolutions being passed • Should General Council members be able to go to certain Standing Committees for their aid in trying to effect change? • Should General Council members who file Grievances also draft and file their own relevant General Council Resolutions? - eg. A future subpoena power is used to investigate a possible Grievance on an elected official. The subpoenaed evidence contains a loophole that results in no proper showing of misconduct. CC member advocates that any given General Council member should have the right to go to the Grievance Committee and remedy legal loopholes through General Council Resolutions with their help • Possible cons of any of above mechanisms: <ul style="list-style-type: none"> ○ Procedure may become too complicated so that General Council members may decide not to file ○ Issues of funding may be resolved by setting up all Standing Committees at the same pay ○ Losing the ability to make motions into Resolutions on the floor does negatively affect the power of the General Council ○ Setting a deadline for Resolutions to be presented at the Annual Meeting prohibits the General Council from addressing matters that arise in the interim between the deadline and Annual Meeting ○ The Duties of Officers for all Business Committee members should include respecting and/or striving to meet the General Council's wishes. Without this provision it becomes more difficult to ensure General Council Resolutions are followed or enacted. 	

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	<ul style="list-style-type: none"> ○ General Council member present states they think that if monthly meetings had more structure for answers and information to be given then there would be less issues at the Annual Meeting – eg. Currently meeting information and questions are left in limbo, elected officials don't have built-in routines or requirements to provide answers to requests for information. <ul style="list-style-type: none"> ▪ Per Robert's Rules of Order there is a presiding officer duty to "respond to member inquiries relating to parliamentary procedure or factual information requests bearing on the business of the Assembly." 	
	<p>Drafting of By-Laws Article I Duties of Officers begins</p> <ul style="list-style-type: none"> • Sources for the next round of drafting are from Rule 47 Officers of Robert's Rules, the current Chief duties in By-Laws Article I Section 1, and the Constitution Advisory Committee's Initial Advisory Report suggested duties of Chief. • They are sorted according to whether they seem to belong to the Chief's duties, the duties of a Chairperson of any given meeting, or if the duties should be applied to all Business Committee members/elected officials. The list is mostly chronological within the categories. • Bullet points do not include the final language and in several cases are in rough draft form. Bullet points that contain (Robert's Rules [...]) and a citation after the listed duty originate from Robert's Rules and are provided for transparency, they will not be present in the final draft. <ul style="list-style-type: none"> ○ Chief duties <ul style="list-style-type: none"> ▪ To perform all duties appertaining to the office of Chairperson for the Business Committee. ▪ To call and preside over all Business Committee and Regular Meetings of the General Council. 	

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	<ul style="list-style-type: none"> ▪ They shall also timely call and preside over Special Meetings of the General Council as called by the Chief, requested by the majority of the Business Committee, or as requested by properly-filed General Council petition. ▪ To timely call and preside over Special Meetings of the General Council or Business Committee called at the Chief's discretion, or when requested via a properly-filed General Council petition or a majority of the Business Committee; ▪ If the Chief fails to call out a requested Special Meeting then the duty to do so will travel down the line of succession until the duty is fulfilled. Failure to fulfill this duty shall open an officer up to sanctions at the requested Special Meeting. ▪ Callouts shall be made within 10 business days of receiving a proper petition. Special Meetings of the General Council shall be set within 45-60 calendar days of petition receipt. Special Meetings of the Business Committee shall be called within 10 business days. ▪ To build and maintain relationships with local, state, and federal governments, government agencies, and other tribal nations. ▪ To build and maintain economic relationships with businesses that benefit the Nation. ▪ To get General Council approval to sell any land owned or mortgaged by the Nation. Reasonable utility and government easements do not require General Council approval. ▪ To act as the principal spokesperson and representative for the Nation in its 	

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	<p>dealings with all other governmental and non-governmental entities; or to delegate such duties to other tribal elected officials or qualified designees as authorized by the Business Committee via Resolution.</p> <ul style="list-style-type: none"> ○ Business Committee member/elected official duties <ul style="list-style-type: none"> ▪ To uphold the Constitution, laws, and By-Laws of the Seneca-Cayuga Nation ▪ Budget duties, fiduciary duty, timely passed budgets and ensure responsibility ▪ To expedite business in every way compatible with the rights of members (Robert's Rules 47:7(7)) ▪ To ensure all member inquiries relating to parliamentary procedure or factual information requests bearing on business of the assembly are answered in a timely manner; simple requests will consider 10 business days as timely (Robert's Rules 47:7(9)) ▪ To recuse themselves from a matter when a motion is made specifically towards the elected official, their conduct, and/or if a motion or appeal directly affecting oneself or their immediate family or household is brought forward; failure to recuse oneself is grounds for a Grievance and/or a motion for removal from that issue for cause ▪ To have a good disposition, to be fair and just, to not take advantage of a citizen's lack of knowledge of parliamentary law, to not be more technical or strict than is necessary, to have good judgement (Robert's Rules 47:19) ○ Chairperson of the meeting duties <ul style="list-style-type: none"> ▪ Agenda, announcements, to recognize 	

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	<p>when people have the floor, quorum, maintain order</p> <ul style="list-style-type: none"> ▪ To open the meeting at the appointed time, and ascertain that quorum is present (Robert's Rules 47:7(1)) ▪ To announce in proper sequence the business that comes before an assembly or is on the agenda (Robert's Rules 47:7(2)) ▪ To recognize members when they have the floor (Robert's Rules 47:7(3)) ▪ To state and put to vote all questions that come before the assembly or otherwise arise, to announce the results of votes (Robert's Rules 47:7(4)) ▪ To protect the assembly from motions and/or actions that unreasonably delay or obstruct business (Robert's Rules 47:7(5)) ▪ To enforce rules relating to debate and order within the assembly, including when the parliamentarian calls the Chairperson's attention to a procedural error(s) (Robert's Rules 47:7(6) & 47:50) ▪ To authenticate by their signature, all acts, orders, and proceedings of the assembly (Robert's Rules 47:7(10)) ▪ To declare the meeting adjourned when the assembly votes or when otherwise applicable (Robert's Rules 47:7(11)) ▪ Line of succession - done first by office then seniority if there are no more officers, maybe put under Constitution Article V ▪ To vote only in the case of a tie (Roberts Rules 4:56) ▪ To decide all questions of order and appeals, when questions are not submitted to the assembly (Robert's Rules 47:7(8)) 	
4:33pm	Constitution Committee takes break	

TIME	ITEM	OWNER
4:43pm	Constitution Committee returns from break	
	<p>Discussion of historical Business Committee powers in relation to Chief duties</p> <ul style="list-style-type: none"> • Power to sign contracts is sometimes delegated if necessary • Original Constitution and By-Laws held that powers of the Business Committee would be elaborated on in the Corporate Charter • Present-day Business Committee section was created in the early 90s • Power delegations of Business Committee duties should happen via Business Committee Resolution <ul style="list-style-type: none"> ○ It is important for all designees to be qualified ○ The Resolution will be a good record and include further reasoning behind qualifications if needed • Current Business Committee does designate tribal administrative employees to deal with certain federal and/or business matters 	
	<p>Open Forum</p> <ul style="list-style-type: none"> • Target date for completion is March 31, 2025 • No other comments for Open Forum 	
	Confirmation of next meeting on Dec 8, 2025 @ 6pm CT	
5:05pm	Motion #13 (Roberta/Natalie) – to adjourn - unanimous committee vote – motion carries	