

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: August 2018

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

- I. Budget Highlights – through July
 - a.) Financial Resources – 79% spent
 - b.) Treasurer – 50% spent
 - c.) IIM – 83% spent
 - d.) Acquisition Management – 81% spent
 - e.) Records Management – 49% spent
 - f.) Support Services – 85% spent
 - g.) Grants Management – 75% spent
 - h.) Grant Development – 83%
 - i.) Fleet Management – 62%
 - j.) Employee Performance Incentive – 40% spent
 - k.) Grant Development for CNB – 0% spent
 - l.) DOJ CTAS 2017 – 60%
- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY17 Audit – 100% Complete
 - 2. Obtain Unmodified Audit Opinion – 100% complete
 - 3. No Material Weaknesses on Single Audit – 100% complete
 - 4. Obtain GFOA Award for FY16 CAFR – 100% complete
 - 5. Reports completed & submitted for August 2018 – 100% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended GSA conference in New Orleans
 - 2. Staff attended multiple webinars, trainings and conferences for grants management
 - 3. Staff attended training in Tulsa on the new Lease Reporting Requirements
 - 4. Budget Hearings held on August 21, 2018

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d.) Upcoming Events

1. Various grant trainings scheduled for September 2018
2. Staff to attend Inforum
3. Year end preparations underway

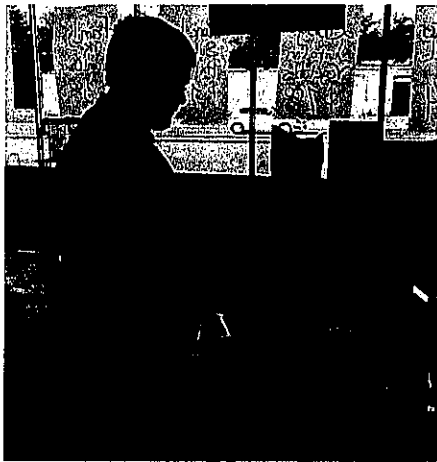
	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Report Over \$5,000 Transactions October 1, 2017 through September 30, 2018		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 14,281,975.46	98.03%
3	Award to non-TERO Vendor	\$ 286,867.85	1.97%
4	Sub-total bids with a TERO vendor participating	\$ 14,568,843.31	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 8,890,131.77	
6			
7	October 1, 2017 through July 31, 2018		

Executive & Finance Committee
Career Services
August Monthly Report
Diane Kelley, Executive Director

The **Day Training Program** had 12 participants enter unsubsidized employment. One was with Cherokee Nation, seven were with CNB/CNI, and four were externally. Three participants attained the Food Handler Certification.

Wildland Fire Management sent three persons to New Mexico, five to Colorado, three to Texas and five to Idaho to assist with fire suppression. Staff also responded to 17 fires within the fourteen county jurisdiction on/or threatening tribal land.

Summer Youth Participant Success:



Chance Waters worked with Career Specialist Dink Scott to apply for the Summer Youth Employment Program. He was placed at Marvin's IGA in Vian.

Kay Andrews, the manager of the Marvin's IGA in Vian has been impressed with Chance's work ethics and positive attitude since the day one of the 2018 Cherokee Nation Summer Youth Program.

Chance is always willing to go above and beyond, offering to stay late to help out, and cover

shifts when others take off or don't show up.

Since the Summer Youth Program, Chance has been hired as the night manager at Vian IGA. Chance is an asset to Vian IGA, his community, and his peers. We are very proud of Chance and his accomplishments.



The **Tribal Economic Development Program (TED)** another Job Fair for Key Maintenance and also for Unified Brands at which three Cherokees were hired on the spot.

Job Fairs and Other Events:

Keep up to date with future Job Fairs at: www.cherokee.org/jobfairs

Brad Eubanks is point of contact for Community Meetings.

2018 Small Business Development Fair
July 26th

Staff attended the annual Fort Smith Small Business Development Fair. It is one of the most important and impactful events that you and your team can attend every year. Business resources from across the state gather at this event to talk with you about your business needs, strategy, and goals. Exhibitors at this event include the Small Business Administration, Arkansas Small

Business & Technology Development Center, StartUp Junkie Consulting, SCORE, and many more.

Staff attended The Design Gym, an extremely exciting, forward-thinking group based out of New York who will be facilitating a workshop on the innovative strategy that has been coined Design Thinking. This Design Thinking boot camp will do more than just leave you entertained, it will equip you and your team with new concepts to grow your business and a new approach on how to solve even the most (seemingly) insurmountable business obstacles.

Job Fairs:

16th - MACY's Job Fair – Claremore, OK

18th - Schwan's Job Fair – Sallisaw, OK

25th - Unified Brands Job Fair – Pryor, OK

30th - MACY's Job Fair – Claremore, OK

Commerce Group

Securing and enhancing the financial well-being of Cherokee people, businesses and communities

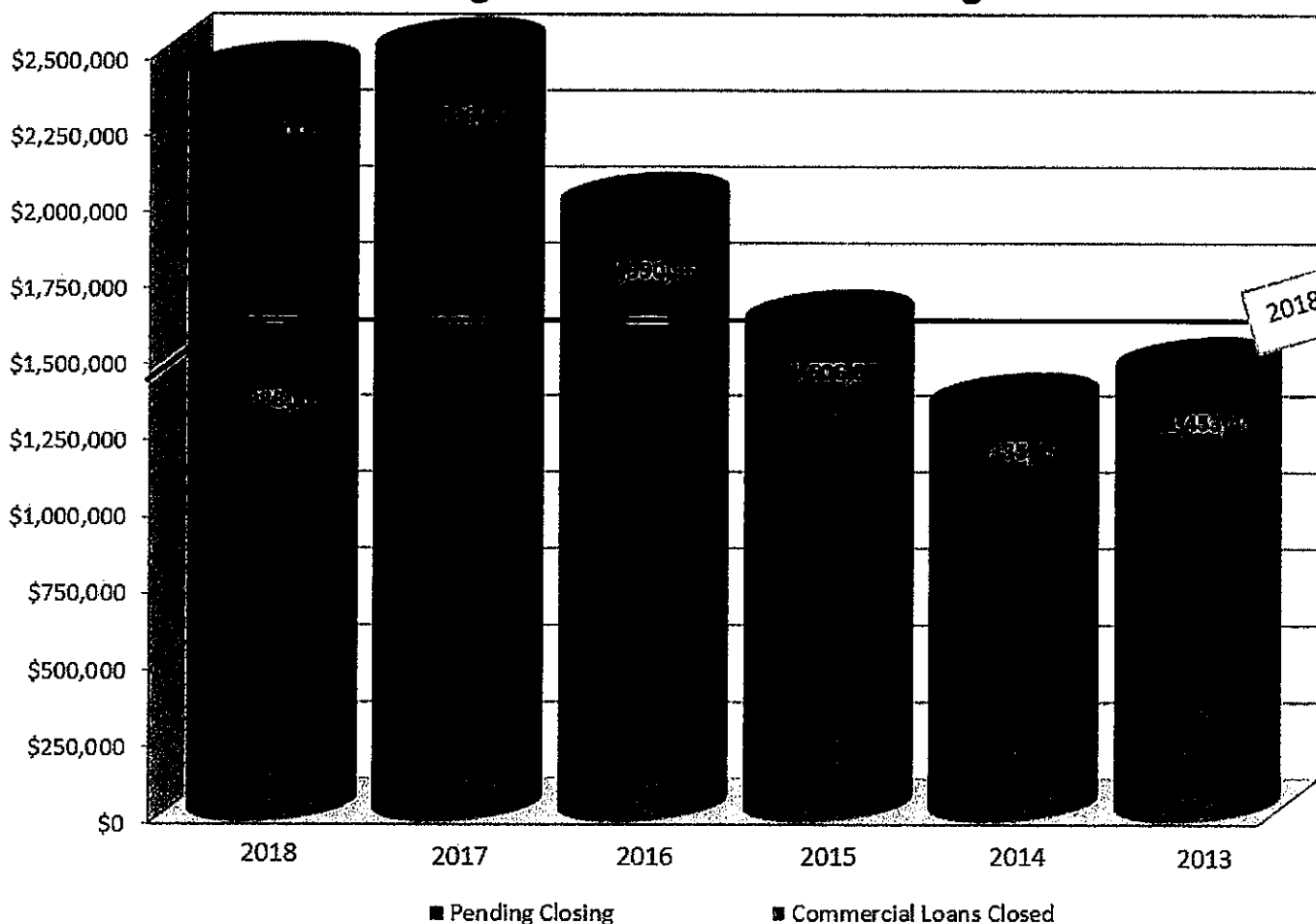
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



**Since 2010 Cherokee Nation Community
Investment: \$14,117,765.38 in 293
Privately-owned Small Businesses**

Dollars Invested in the Local Economy Through Small Business Lending



Small Business Loans Closed July 2018

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Colcord	Expansion	\$189,516	85%	2

"Brian along with all of the other members of the Small Business Assistance Program have been a great help. They made a process that seems very tedious a whole lot easier, they were always courteous, knowledgeable and quick to answer. We could not have made it through the process without them and are very appreciative."

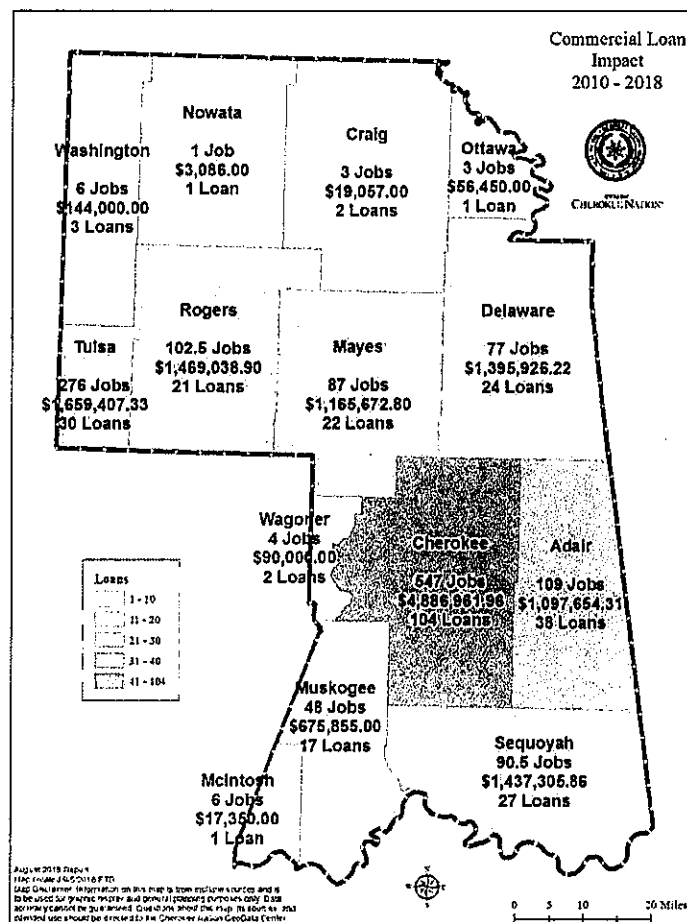
Nick Noble and Chris Scraper
Butcher Bros. Meats, LLC.

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Tahlequah	Cherokee	Retail	Start-up
Tulsa	Tulsa	Retail	Start-up
Bartlesville	Washington	Retail	Expansion
Okay	Wagoner	Retail	Start-up
Jay	Delaware	Service	Start-up

Commercial Lending Impact 2010 through 2018 by County

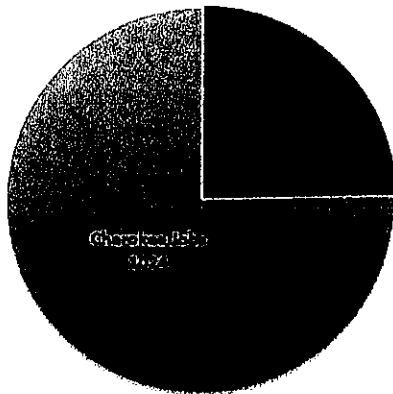
County	Economic Investment	Loans	Jobs
Washington	\$144,000	3	6
Tulsa	\$1,659,407	30	276
Nowata	\$3,086	1	1
Rogers	\$1,469,039	21	103
Craig	\$19,057	2	3
Ottawa	\$56,450	1	3
Mayes	\$1,165,673	22	87
Delaware	\$1,395,926	24	77
Wagoner	\$90,000	2	4
Cherokee	\$4,886,962	104	547
Adair	\$1,097,654	38	109
Sequoyah	\$1,437,306	27	91
Muskogee	\$675,855	17	48
McIntosh	\$17,350	1	6
Totals	\$14,117,765	293	1361



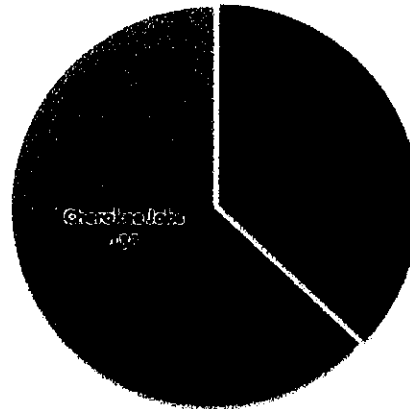
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-18



Jobs Created FY 2018



Cherokee Nation Economic Development Trust Authority

A Cherokee Nation chartered nonprofit corporation
Certified as a Community Development Financial Institution

Lending Assets

Available Commercial Capital	\$1,697,346
Available Consumer Capital	\$924,742
Approved Grants Pending Distribution	\$519,871
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,141,958
Outstanding Commercial Loans	\$8,683,983
Outstanding Consumer Loans	\$1,953,999
Total Outstanding Loans	\$10,637,983

Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshops settings, is available throughout the year to help entrepreneurs with business planning, strategic growth, marketing assistance, social media marketing, cash flow management, procurement and affordable financing.

In 2018, Business training workshops and the annual Engage Expo attracted **3,496 people** representing Indian owned businesses, **119** of which were TERO certified businesses. Additionally, **117 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
September 19	Tulsa	9:00 am	Native Artist Professional Development
September 19	Ponca City	11:00 am	SBA 8(a) HUBZone Program
September 19	Owasso	9:00 am	8(a) Business Development Program, HUBZone Program
September 20	Webinar	10:00 am	SBA, Small Business Financing
September 21	Purcell	9:00 am	GROWOK
October 19	Okmulgee	9:00 am	GROWOK

Community Based Business Coaching		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - 2945 Hwy 69A	1st Tuesday Each Month
Bartlesville	Rogers State University - 401 S Dewey - Room 808	2nd Thursday Each Month
Sallisaw	Cherokee Nation HACN - 100 E. Choctaw	3rd Tuesday Each Month
Tulsa	Cherokee Nation Career Services - 10837 E Marshall St., Ste. 101	2nd Tuesday Each Month
Claremore	Cherokee Nation HACN - 23205 S Hwy 66	4th Thursday Each Month
Jay	Cherokee Nation HACN - 109 13 th St.	4th Monday Each Month

Commerce Business Coach Brian Wagnon brian-wagnon@cherokee.org or 918-506-9168

Commerce staff visits all business loan clients annually to monitor business progress, employment increases, view collateral and evaluate any entrepreneur or management need training to ensure business growth and success.

Kawi Café a model experiential entrepreneurship training program

Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*



- Total Graduates 74
- Total Re-entry/Recent Offenders 38
- Total Day Training 40
- Total Opening Small Business 5

****All participants have been low income American Indians. Stipends for participants paid in mostly by Career Services and in part by Commerce grant.**

Kawi Café has been a great opportunity for me to learn the knowledge of a restaurant, the in's and out's, from working the cash register to cooking, inventory and catering.

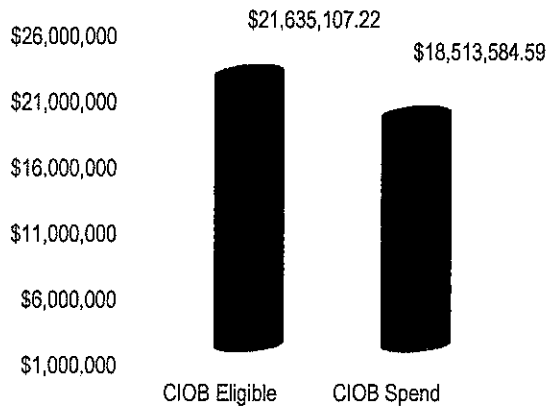
Sally Martin, Keys Oklahoma



	<h3>Small Business Ownership</h3> <ul style="list-style-type: none"> • Business Planning • Marketing • Cash Flow Management • Staffing • Pricing • Product Design
	<h3>Business Management</h3> <ul style="list-style-type: none"> • Staffing • Marketing • Customer Service • Personnel Management • Leadership • Teamwork
	<h3>Job Skills</h3> <ul style="list-style-type: none"> • Interpersonal Skills • Work Hours • Follow Direction • Resume • Life Skills • Communications

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business

85.57% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



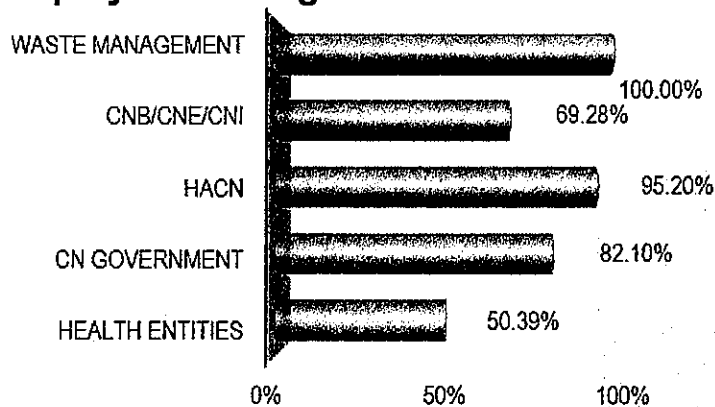
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	98.03%
CNE	64.12%
Health Entities	98.99%
CNI	2.70%
Waste Management	0%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement by the Numbers: TERO Opportunities, TERO Bid Submissions and TERO Bid Awards

Eligible Opportunities	TERO Bid Submissions		Bids Awarded With Participation	
Tracking late Jan - August 2018	% bids submitted	# bids submitted	% of submissions	# of submissions
115	53.91%	62	51.61%	32

74.69% of Employees are registered Cherokee Nation Citizens



Includes companies majority owned;
does not include temporary or government contract employees

Artists as Entrepreneurs and Community Tourism as Economic Development

Increasing the business capacity of our Artists and tourism capacity of our communities

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their revenues. Year to date, **1,587 people have attended 291 artist taught classes** and the **equipment has been used 1,898 times by 1,224 artists**. One artist space is used exclusively by the National Treasures to both work and to teach class. Year to date artists have taken advantage of the **Cherokee Arts Center 3,396** times.

"The Spider Gallery is my favorite gallery in Tahlequah. Check out the new exhibit of Cherokee National Treasure Art."

-Victoria Vasquez

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Monday	6:00-8:00 pm	Jewelry Making Class
Every Tuesday	6:00-8:00 pm	Beginning Metal Smithing
Every Tuesday	4:00-5:30 pm	ICW Cultural Art Class
Every Wednesday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:00-8:00 pm	Metal Smithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Saturday	1:00-3:00 pm	Beginners Metal Smithing
Every Wednesday	11:00-4:00 pm	Shell Carving with Knokovtee
September 11 (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
September 15 (3 rd Saturday)	2:00 – 3:00 pm	Tahlequah Writers Group
September 20 (3 rd Thursday)	6:30 – 9:00 pm	Tahlequah Arts Council Meeting

The Spider Gallery **currently represents 126 Cherokee Nation artists, 20** of which are National Treasurers.



THE *Spider*
GALLERY

- Year to date 2,489 visits have been made to the Gallery
- Will begin framing services for CNB and local artists
- Artists have earned \$56,631.66
- Online Gallery sales are live
- The Gallery Store includes items priced less than \$100
- Will be partnering with Crystal Bridges Museum to offer sewing workshops as part of their exhibition art for a New Understanding: Native Voices, 1950s to Now.

2018 Grant Applications Underway and Recently Submitted: Pending and Approved

*Please note some grants are submitted under the
Cherokee Nation Economic Development Trust Authority (CNEDTA)*

Grant Submitted	Purpose	Amount Requested	Status	Notes
SBA Native American Enterprise	TA Procurement, Staffing, Curriculum	\$116,000	Received	Procurement, Curriculum, Staffing
USDA Rural Business Development (RBDG)	Feasibility for Health Innovation Incubator	\$119,000	Awarded	Contract pending to perform study/partnership with Hastings
USDA RBDG	Small Business Lending	\$500,000	Received	Loans disbursed
SBA PRIME	Kawi Café Operations	\$150,000	Received	Continue the hands-on entrepreneurial training for re-entry and ex-offenders
US Treasury CDFI	Small Business Lending	\$861,333	Received	CNEDTA
USDA Socially Disadvantaged Groups	TA Leadership, Strategic Planning, Social Media, Market Research and Succession Planning	\$137,000	Awarded	Still looking for 501(c)3 groups interested in leadership succession planning and strategic planning
OK Native Assets Coalition	Special Workforce Savings Program	\$7,000	Awarded	Emergency savings model
USDA Rural Business Development (RBDG)	Small Business Lending	\$500,000	Pending	Revolving loan funds
US Treasury CDFI	Small Business Lending	\$1,000,000	Pending	CNEDTA
USDA Rural Business Development (RBDG)	Retail Road Access	\$250,250	Pending	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Staffing and Training	\$149,520	Pending	Increasing staff capacity
SBA PRIME	Kawi Café Operations	\$150,000	Pending	Continue the hands-on entrepreneurial training for re-entry and ex-offenders
National Endowment for the Arts	Expand Art Therapy Classes for ICW Children	\$30,000	Pending	Partnership with ICW
USDA Socially Disadvantaged Grant	Expand capacity for 501(c)3 Minority organizations	\$200,000	Pending	Partnership with CCO
BIA – Indian Business Development Institute	Feasibility for blackberry cooperative style business	\$100,000	Pending	Increase agriculture opportunities in communities
HUD ROSS SC	Connect HACN residents with self-sufficiency counseling	\$416,377	Pending	Partnership with HACN, 3 year project

Community Leadership and Community Organization Capacity

Organization	Project
Cherokees For Black History Preservation Foundation	Market Research, Strategic Planning, Leadership Succession
Arts Council of Tahlequah	Social Media, Strategic Planning, Leadership Succession
Brushy Community Action	Strategic Planning
Cherokee Heritage Center	Strategic Planning and perhaps Market Research, TBD
Illinois River Community Organization	Social Media, Strategic Planning
Northern Cherokee County Community Booster Club	Social Media, Strategic Planning
Nowata Cherokee Community Foundation	Social Media, Strategic Planning
NORA	Social Media, Strategic Planning, Leadership Succession, Market Research
Southeast Indian Artist Association	Market Research
She Brews	Market Research
Zoe Institute	Market Research, Social Media, Leadership Succession
Project A	Business Planning
Wolf Gallery	Market Research
Orchard Road/Chain Breakers	Leadership Training
Native American Association of Ketchum	Leadership Training
Family Support Center of Oaks	Leadership Training
Washington Co. Cherokee Association	Leadership Training
Victory Cherokee Organization	Leadership Training
Proctor Community Organization	Leadership Training
Indian Women's Pocahontas Club	Leadership Training
Stilwell Public Library Friends Society	Leadership Training
Safe Passages Recovery	Leadership Training
Cherokee Elders Council	Leadership Training