

VILLAGE OF TEWA

Board of Directors

BY-LAWS



**THE BYLAWS
OF THE
VILLAGE OF TEWA BOARD OF DIRECTORS**

The Bylaws of the Village of Tewa Board of Directors are adopted by the self-governing Village of Tewa, consisting of village members residing in the Consolidated Villages of First Mesa, Polacca, Keams Canyon, Spider Mound and those village members residing on lands considered to be under the control of the Village of Tewa and any such lands as may be added thereto in the future. The Bylaws are adopted in accordance with Article III, Sections 2, 3 and 4 of the Constitution and Bylaws of the Hopi Tribe as approved on December 19, 1936 and subsequent Amendments I, II and III.

ARTICLE I -- NAME

The name of this organization shall be the Village of Tewa Board of Directors.

ARTICLE II -- PURPOSE

- Section 1. The purpose of the Bylaws shall be to facilitate for the Village of Tewa Board of Directors an organization of laws or governing rules.
- Section 2. The purpose of this organization shall be to provide mechanism for collaborating on community issues, promoting the common welfare and to judiciously represent the views and concerns for the Tewa/Hopi people accordingly.
- Section 3. The purpose of this organization shall be to preserve and promote the good things of the Tewa/Hopi lifestyles in order to achieve prosperity and advance the community in general.

ARTICLE III -- GOALS & OBJECTIVES

(focus: Youth, elderly, handicap, middle age, staff -- working relationship/ environment & needs.)

ARTICLE IV -- JURISDICTION

~~The Authority of the Village of Tewa Board of Directors under the Bylaws shall extend to the~~
Village of Tewa, including Spider Mound and other lands under the control of the Village of Tewa or any such lands that may be added thereto in the future. Where lands are under the stewardship of the traditional Clan system, the control shall rest with the Clan Leader(s) and clan members. Where lands are controlled by the Village of Tewa, the authority shall rest with the Village of Tewa Board of Directors. Other lands beyond clan and village holdings shall be under the supervision of the Hopi Tribal Council in consultation with the Village of Tewa Board of Directors.

ARTICLE V - MEMBERSHIP

Section 1. Membership in the Village shall be as follows:

- a. All proclaimed Tewa persons whose names appear on the corrected Basic Membership Roll of the Hopi Tribe as of December 31, 1937 identified as members of First Mesa, except those individuals who have relinquished membership.
- b. All proclaimed Tewa children born to members of First Mesa, born before the effective date of the Hopi Tribal Constitution and Bylaws.
- c. All proclaimed Tewa children born to members of First Mesa, born after the effective date of this Hopi Tribal Constitution and Bylaws. Provided they are direct lineal descendants of First Mesa.
- d. All proclaimed Tewa persons adopted into First Mesa before the effective date of the Hopi Tribal Constitution and Bylaws who have not relinquished membership.

Section 2. Non-members of $\frac{1}{4}$ degree of Indian Blood or more, residing in the First Mesa community for one (1) consecutive year or more who are married to members of the Village of Tewa and adult person $\frac{1}{4}$ degree of Indian blood or more whose fathers are members of First Mesa and may be adopted in the following manner: Such person may apply to the Board of Directors for acceptance to the village to which he/she is to belong, but before he/she is accepted, he/she must officially relinquish his/her membership in any other village or Tribe. The Board of Directors in concurrence with the Clan Leader(s) may then by majority vote accept him/her.

Section 3. The membership roll shall be updated annually by the Board of Directors.

ARTICLE VI - ORGANIZATION AND ELECTIONS

Section 1. OFFICERS:

This organization shall consist of a seven (7) member Board of Directors. A Chairman, a Vice Chairman, and a Secretary/Treasurer.

Section 2. ELECTION:

1. The Board of Directors shall be elected by eligible Tewa members of the Village of Tewa/First Mesa. All of whom shall be elected during a general election by members of the Tewa community as herein after provided.
2. Only members of the community who have attained the age eighteen (18) upon the date of the election shall be eligible to vote in the general election of

the Board of Directors, in any official Village of Tewa election or referendum to these Bylaws.

3. Nominations by eligible village members for candidacy of the Board of Directors shall be made at a publicly announced community meeting ten (10) calendar days before the general election. Such nominations may be made orally or submitted in writing by any voting member of the community. Five (5) calendar days advance written notice of the time and place of such nominating meetings shall be posted in at least four (4) public places in the community. The names of all candidates shall be placed upon a printed ballot and voting shall be conducted at a designated voting place(s) under the direction of a Tewa Election Board appointed by the Board of Directors. The Tewa Election Board shall have one day to complete the voting and announce the results of the election. The election shall be conducted under the supervision of the Tewa Election Board.
4. Each voter shall be entitled to vote for seven (7) candidates. The seven (7) candidates receiving the highest number of votes shall be declared the winners of the election. In case of a tie in the initial election, which would affect the outcome of the election of the seven members, the Tewa Election Board Chairman shall conduct a toss of the coin to determine the winner.
5. Two (2) students who are at least fourteen (14) years of age shall serve on the Board of Directors with a non voting status. This would provide for internship for the youth who will later in time help to carry out the objectives of the Tewa community. The Board shall interview these interested youth from a pool of applicants, from the Tewa community at large. Based on the discussion reflecting their goals and views determination shall be made to instate them onto the Board of Directors.

Section 3. TERM OF OFFICE:

The Board of Directors shall be elected at staggered terms of four for 4 year terms and three for 2 year terms, or until their successors are elected and duly seated, and may serve any number of terms in succession.

Section 4. DUTIES OF OFFICERS:

Each member of the Board of Directors shall retain his right to vote as such except the Chairman who shall vote only in the event of a tie, in which case he/she shall cast a deciding vote.

A. Chairman:

1. Attend and conduct all meetings.
2. Prepare and discuss an agenda for the next tentative meeting.
3. To put all motions to vote, and to vote in case of a tie.

4. To recommend special committees when a need arises.
 5. To give signatures when necessary.
 6. To inform all members of any new information, materials, concerns/ issues regarding the Village of Tewa.
 7. To inform the Secretary of all unscheduled meetings.
- B. Vice Chairman:
1. To preside and perform the duties of the president in his/her absence.
- C. Secretary/Treasurer:
1. Attend all meetings.
 2. To have a contact list of all officers, clan leaders and Board members.
 3. To read important correspondences and provide copies at the meetings.
 4. To keep minutes of the meeting and to provide all board members with a copy of the minutes of the previous meeting.
 5. To read the board minutes of the previous meeting including the financial reports.
 6. To notify the board and community members of the upcoming meetings.

Section 5. REMOVAL AND VACANCIES FROM OFFICE

- A. Any Board member, officer or appointee found guilty of any misdemeanor, felony and/or involving dishonesty shall automatically be removed from serving on the Board of Directors.
- B. Any Board member, officer or appointee may be removed from office for serious neglect of duty by a vote of not less than 2/3 of the Board of Directors after the officer to be so removed has been given full opportunity to hear the charges against him/her and to defend him/herself before the Board of Directors.
- C. Any Board member absent from three (3) consecutive duly called meetings which are unexcused shall be automatically removed by Board action.
- D. Vacancies within the Board of Directors shall be filled by calling a Special Election to be held within fifteen (15) calendar days following the vacancy.

ARTICLE VII - MEETINGS

- Section 1. The Board of Directors shall hold regular monthly meetings. The Board shall hold an annual meeting. Special meetings may be called periodically by the presiding officer of the Board or at the request of any three (3) Board members. Special meetings

shall be announced with agenda items specified not less than twenty-four (24) hours in advance and publicly posted in conspicuous places visible to the general public. Emergency meetings may be called at the request of the Community Services Administrator.

Section 2. All meetings where official action is ^{BUT} taken shall be public meetings. Executive sessions of the Board, to discuss ~~by~~ not act upon sensitive or confidential matters while in Executive session may be held when deemed advisable.

Section 3. A quorum, consisting of a simple majority of Board members shall be present to hold an official meeting. Business may be transacted by a majority of those present at such meetings.

Section 4. The Tewa Village Traditional Clan Leaders shall serve as ex-officio members to the Board to include the Bear, Tobacco, Corn, Stick, Sand, Cloud and Kachina clans.

ARTICLE VIII -- TRIBAL COUNCIL REPRESENTATIVES

Section 1. Tribal Council Representatives for the Village of Tewa shall be elected in accordance with the Village of Tewa Election Code.

Section 2. A majority of Tewa Clan Leaders of the Village of Tewa shall certify the elected Tribal Council Representatives at the Board of Director's first meeting following the election, and furthermore, having the Clan Leaders certify elected Representatives to the Tribal Council.

Section 3. If any Council Representative is unwilling or unable to continue to serve as such representatives, then an alternate shall continue the term of the office.

Section 4. Any person elected as Tribal Council Representative hereof must be a member of the Village of Tewa and must have resided on the Hopi Reservation for at least two (2) years prior to the election and must be 25 years of age.

Section 5. The Tribal Council Representative shall be an enrolled member of the Hopi Tribe and the Village of Tewa and must be able to speak and understand the Tewa, Hopi and English languages.

Section 6. The Tribal Council Representatives shall represent the Village of Tewa at all Tribal Council meetings and at such meetings where a representative of the Village is deemed necessary.

Section 7. The Tribal Council Representatives will serve as "ex-officio" members to the Board of Directors.

ARTICLE IX – POWERS OF THE BOARD OF DIRECTORS

Section 1. The Board of Directors shall exercise the following powers and duties delegated by the Clan Leaders to address the affairs of the Village.

- a. To adopt community ordinance(s) and regulation(s).
- b. To receive, manage and disburse all Village of Tewa funds and to accept grants or gifts from the Federal, State and County governments; the Hopi Tribe and other private and public institutions.
- c. To approve and regulate the activities of programs and of organizations desiring to do business on the lands under the control of the Village of Tewa.
- d. To perform functions reserved to the villages by the Hopi Tribal Constitution to the Tewa Clan Leaders.
- e. To speak for the Village of Tewa through official directives and properly enacted resolutions or through spokespersons designated by the Board of Directors.
- f. To represent the Village of Tewa in any disputes or claims brought by other entities.
- g. To perform any other duties or exercise any other powers vested with the Village of Tewa in accordance with Article IV – Jurisdiction of these Bylaws to protect the rights and interests of the Tewa people.
- h. To adopt rules governing the conduct of meetings of the Board of Directors.
- i. To oversee the general activities of the Tewa Village Community Service Administrator.

Section 2. To draft ordinances and regulations to govern the affairs of the Village of Tewa. Such ordinances and regulations shall then be submitted to the vote of eligible voters of the Village of Tewa prior to their adoption. No ordinances or regulations shall be effective unless approved in an election held under the direction of the Board of Directors at which at least 30% of the eligible voters cast a vote.

Board of Directors shall be allowed travel expenses and per diem reimbursement as provided in the Village of Tewa Fiscal Management Policy manual to be used as a guide to pay claims approved by the Chairman of the Board of Directors from the adopted Village of Tewa budget.

ARTICLE XI - AMENDMENTS

Amendments to the Bylaws may be proposed by any Board member and if approved by a majority vote of the Board of Directors, such amendment(s) shall then be submitted to the vote of eligible voters of the Village of Tewa. No amendment(s) shall be effective unless approved in an election held by the Tewa Election Board at the direction of the Board of Directors requiring at least 30% of the voters who cast a vote.

ARTICLE XII - ADOPTION OF THE BYLAWS

The Bylaws shall be adopted in the manner specified by Article III, Section 4 of the Hopi Tribal Constitution.

Approved: January 9, 2001 by the Village of Tewa Board of Directors