

# REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

## Chapter TP 3-400

### Finance and Investment Committee



February 4, 2020

REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES  
Chapter TP 3–400  
Finance and Investment Committee

---

Index

<b><u>Text</u></b>	<b><u>Page</u></b>
SECTION 1: PURPOSE	2
SECTION 2: BACKGROUND AND INTENT	2
SECTION 3: DEFINITIONS (Reserved)	2
SECTION 4: DELEGATED AUTHORITY	2
SECTION 5: AUTHORIZED PROGRAMS AND SERVICES (Reserved)	3
SECTION 6: GENERAL COMMITTEE POLICY	3
SECTION 7: MEMBERSHIP OF COMMITTEE	4
SECTION 8: VACANCIES	4
SECTION 9: VOTING	5
SECTION 10: QUORUM	5
SECTION 11: ASSIGNMENT OF LEAD STAFF	5
SECTION 12: COMPENSATION	5
SECTION 13: SEVERABILITY	5

# REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

## Chapter TP 3–400

### Finance and Investment Committee

---

#### SECTION 1: PURPOSE

The purpose of this policy is to assist and advise the Tribal Council and management in planning for and administering the finances and investments of the Redding Rancheria.

#### SECTION 2: BACKGROUND AND INTENT

The Tribal Council has responsibility to manage the financial resources of the Redding Rancheria. In order to ensure that the Tribal Council can be successful in bringing all of the appropriate disciplines to this effort, and to assure appropriate direction to all Tribal officers and employees, as well as outside entities engaged to assist the Tribal Council in carrying out its duties, it has adopted Fiscal Management Policies, Fund Authorization Policies and Investment Policies. These policies provide ongoing day-to-day direction, include instruction to ensure that the Tribal Council can effectively plan for the short and long term needs of the Rancheria, and appropriately balance priorities.

As the Redding Rancheria investments grew, the Tribal Council made provisions for an Investment Committee to help provide oversight and recommendations to the Tribal Council and management regarding investments. However, investments are only a part of the overall fiscal responsibility of the Tribal Council. Financial planning, budgeting, addressing financings and the financial aspects of business opportunities are also important, and involve many long term plans. The Tribal Council recognizes the importance of assuring that the membership is knowledgeable and aware of the many important plans and processes involved related to the Redding Rancheria finances. This will help to assure continuity, capability and growing capacity as the Redding Rancheria succeeds in the continued management, growth and development of its resources.

It is therefore the intent of the Tribal Council that the Finance and Investment Committee, as a “standing” Tribal committee, focus broadly on all the important aspects of the Redding Rancheria’s finances, and that it incorporate a broad base of membership involvement through increased formal membership, improved membership education and open meetings to other members who wish to participate.

#### SECTION 3: DEFINITIONS (Reserved)

#### SECTION 4: DELEGATED AUTHORITY

The Redding Rancheria Finance and Investment Committee shall have the authority to assist the Tribal Council in the review and oversight of the finances and investments of the Redding Rancheria. The Committee shall have the following duties:

- (a) To review the overall financial plans and policies of the Redding Rancheria and to recommend changes and improvements.

# REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

## Chapter TP 3–400

### Finance and Investment Committee

---

- (b) To review and comment on all major financial plans, commitments and goals, and on the planning for and balancing of resources to meet those goals.
- (c) To review and comment on major projects and financing arrangements.
- (d) To carry out the following duties with respect to Redding Rancheria Investment Portfolios:
  - (1) Participate with management in the ongoing review of investment policies and their implementation, and make recommendations to the management and Tribal Council.
  - (2) Review quarterly and annual investment performance reports and reports of manager/mutual fund performance, and provide comments as appropriate to management and the Tribal Council.
  - (3) Attend briefings and education on all aspects of the investment process in order to be able to provide input to management and the Tribal Council, and to aid in helping the membership understand the investment programs.
  - (4) Meet with management and outside consultants engaged by the Tribal Council to review capital markets and to discuss and provide input regarding potential changes in the overall investment strategies and policies.
  - (5) Attend Tribal Council meetings when investment policies and performance are discussed and presented, and provide input to the Tribal Council.
  - (6) Meet with and make reports to the Tribal Council as are requested.
- (e) To provide advice and assistance in membership education regarding the Tribe's finances.

#### SECTION 5: AUTHORIZED PROGRAMS AND SERVICES (Reserved)

#### SECTION 6: GENERAL COMMITTEE POLICY

The Finance and Investment Committee shall be a “standing committee” of the Redding Rancheria as defined in chapter TP 3-000 of the Redding Rancheria Tribal Government Policies “Advisory Committee Authorization and Organization,” and shall operate in conformity with that policy.

REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

Chapter TP 3–400

Finance and Investment Committee

---

SECTION 7: MEMBERSHIP OF COMMITTEE

- (a) Membership on the committee shall include the Treasurer of the Tribal Council and 14 additional adult members of the Redding Rancheria for a maximum committee of 15. Members of the committee shall serve for two-year terms, which shall operate on a calendar year and which shall be staggered. Committee members may and are encouraged to serve more than one term.
- (b) Committee members shall be selected and appointed by the Tribal Council based on displaying interest in the investment programs and desire to participate and provide input to management and to the Tribal Council. The Treasurer shall be considered an “appointed” member of the committee for a period of two years, after which he/she may be reappointed to additional terms upon application to the Tribal Council.
- (c) The Committee shall meet quarterly and at such other times as deemed necessary to carry out its duties as described below. The Tribal Council shall be notified regarding the time and place of such meetings, and any member of the Tribal Council may attend and participate.
- (d) The Treasurer shall chair the committee and shall convene meetings as deemed necessary to carry out the work of the committee.
- (e) The Chief Executive Officer and Chief Financial Officer shall assist the treasurer in facilitation of the committee’s work and shall maintain records of committee membership, attendance and terms.

SECTION 8: VACANCIES

Normal vacancies shall occur at the end of the second calendar year of each committee member’s term.

Members who fail to achieve 70% attendance at scheduled committee meetings during their committee term shall not be eligible for the next term.

If a member misses 3 consecutive meetings the Tribal Council shall be notified so the vacancy may be filled, unless the absence is due to the Committee member’s health condition that would otherwise qualify them for leave under FMLA rules for up to 3 months. If a member has medical issues, which will be longer than 3 months, they have the option to give up the first year of their term to allow Tribal Council to fill the opening. This would give them the option to step off the committee and still allow them to come back to finish their second year, assuming they still have a second year on their term.

# REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

## Chapter TP 3–400

### Finance and Investment Committee

---

If a member notifies the Tribal Council that he/she is unable to perform the duties on the committee, the member position shall be deemed vacant and shall remain vacant for the remainder of the calendar year.

Notices shall be provided to adult Redding Rancheria members of potential appointments and shall invite letters of interest to serve on committee during the first week of November of each year, with letters of interest due no later than November 15.

The Treasurer shall notify the Tribal Council of the number of vacancies to be filled on the committee and provide a list of all members who have affirmatively responded with a letter of interest, and copies of such letters by December 10.

Vacancies on the committee shall be filled by Tribal Council appointment during December of each year with terms to commence in January.

#### SECTION 9: VOTING

The committee may vote on any matter involving a decision to make recommendations to the Tribal Council, in which case voting shall involve appointed members of the committee.

The committee may operate by consensus when, in the view of the Chair of the Committee, consensus is reached.

#### SECTION 10: QUORUM

A quorum shall consist of a simple majority of appointed committee members.

#### SECTION 11: ASSIGNMENT OF LEAD STAFF

The Chief Financial Officer shall operate as lead staff for the committee and shall carry out those duties as set forth in section 12 of the Advisory Committee Authorization and Organization Policy.

#### SECTION 12: COMPENSATION

Unless otherwise provided by the Tribal Council, the compensation of committee members for attending meetings shall be at the established committee rate. Tribal Council members who are not appointed committee members shall be compensated at their normal Tribal Council rate.

#### SECTION 13: SEVERABILITY

If a court of competent jurisdiction finds any provision of this policy to be invalid or illegal under applicable Tribal and/or federal law, such provision shall be severed from this policy and the remainder of this policy shall remain in full force and effect.

REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES  
Chapter TP 3–400  
Finance and Investment Committee

---

Legislative History:

Originally Adopted by Tribal Council Resolution #036-05-14-08, dated May 14, 2008.

Amended by Tribal Council Resolution #061-06-16-09 dated June 16, 2009.

Amended by Tribal Council Resolution #094-12-11-12 dated December 11, 2012.

Amended by Tribal Council Resolution # - 10-27-15 dated October 27, 2015.

Amended by Tribal Council Resolution #106-12-17-19 dated December 17, 2019.

Amended by Tribal Council Resolution #010-02-04-20 dated February 4, 2020.