



UNITED SOUTH AND EASTERN TRIBES, INC.

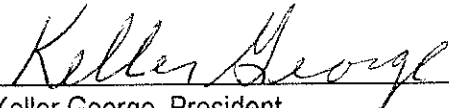
USET Resolution No. 2003:047

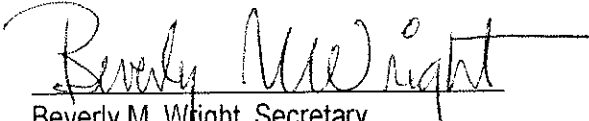
AMENDMENTS TO THE USET SOCIAL SERVICES COMMITTEE BY-LAWS

- WHEREAS,** United South and Eastern Tribes, Incorporated (USET) is an intertribal organization comprised of twenty-four (24) federally recognize tribes; and
- WHEREAS,** the actions taken by the USET Board of Directors officially represent the intentions of each member tribe, as the Board of Directors comprises delegates from the member tribes' leadership; and
- WHEREAS,** the USET Board of Directors has previously endorsed the adoption and amendment of the By-Laws of the Social Services Committee; and
- WHEREAS,** the Social Services Committee believes it is necessary to revise its By-Laws because they are used to conduct Committee business; therefore, be it
- RESOLVED** that the USET Board of Directors approves the amendments o the USET Social Services By-Laws dated February 6, 2003 (see attached).

CERTIFICATION

This resolution was duly passed at the USET Impact Week Meeting, at which a quorum was present, in Arlington, VA, Thursday, February 6, 2003.


Keller George, President
United South and Eastern Tribes, Inc.


Beverly M. Wright, Secretary
United South and Eastern Tribes, Inc.

UNITED SOUTH AND EASTERN TRIBES, INC. (USET)
SOCIAL SERVICES COMMITTEE BY-LAWS

47

MISSION

The Committee shall actively promote, enhance and support all social services (mental, physical, emotional, spiritual, educational, financial) and legislation that positively impacts Tribal people.

GOVERNANCE

1. The Social Services Committee, whose purpose is to advise the USET Board of Directors on social services issues, shall be under the authority of the USET Board of Directors. The Social Services Committee will collaborate with all USET committees to address the social services issues of concern to USET member tribes.

MEMBERSHIP

2. Membership shall be open to Social Services Directors or a person acting in that capacity from those tribes in good standing with USET requirements and shall have voting privileges. In the absence of the Social Services Director, a person designated in writing by the Social Services Representative may attend meetings and exercise voting rights.

PROXY

3. If an appointed representative is unable to attend, a written Proxy signed by the Tribal Leader (Chief, Governor, etc.) must be submitted to the Social Services Committee Chairperson if a representative is filling in for a delegate.

QUORUM

4. A majority of members who are registered to attend a regularly scheduled Social Services Committee meeting and who are entitled to vote shall constitute a quorum. Determination of a quorum will be made at each scheduled Social Services Committee meeting by having a list of pre-registered members and taking roll call of all Tribes at the beginning of each meeting. This will be a standing agenda item for the Social Services Committee. If the USET office needs to know whether the Committee will have a quorum at any meeting, the Chairperson, with assistance from the Vice-Chairperson and Secretary, will make telephone contact with each tribe to determine how many Committee members plan to be in attendance. The Chairperson will notify the USET office of this estimate as quickly as possible.

OFFICERS AND ELECTIONS

5. Officers shall be elected at the USET Annual Fall meeting, on even years, and shall serve for a term of two years. Nominations and elections shall be included as an agenda item on the Social Services Committee agenda that is available on the USET website (www.usetinc.org) before the scheduled

meetings. Nominations for each office will be made on the second day of the annual fall meeting and elections will be held on the third day. Elections will be conducted by written ballot.

DUTIES OF OFFICERS

6.

A. Chairperson:

The Chairperson shall allow time on the agenda at each meeting for the Committee to develop an agenda for the upcoming meeting. The Chairperson, using this input, shall develop a draft agenda and submit it to the USET office and to the members of the Committee one month before the meeting. Standing agenda items shall include roll call, determination of quorum, review and approval of the minutes of the previous meeting, and reports from sub-committees. No changes will be made to the agenda without the approval of the Committee.

The Chairperson shall also preside at all meetings, shall appoint sub-committees, shall be an ex-officio member of all sub-committees, shall, as required, notify the USET office whether a quorum will be in attendance at regular meetings, shall ensure that a duly executed copy of social services resolutions are transmitted to the Secretary to file with other Committee records, and shall perform other duties as may be prescribed or assigned to him/her by the USET Board of Directors.

B. Vice-Chairperson:

The Vice-Chairperson shall assist the Chairperson, shall prepare reports for the USET Board of Directors, shall forward a copy of all reports to the Secretary to file with other Committee records, and shall perform the duties of the Chairperson in his/her absence.

C. Secretary:

The Secretary shall keep an accurate record of all meetings and shall perform such other duties as delegated by the Social Services Committee. The Secretary shall provide Committee members with minutes by email or fax before the next regular meeting.

COMMITTEES

7. The Chairperson may appoint members of the Social Services Committee to serve on any internal committee as needed. The representative(s) to external committees representing the Social Services Committee shall be nominated and approved by the Committee.

RESPONSIBILITIES OF COMMITTEE MEMBERS

8.

A. Attendance at regularly scheduled USET Social Services Committee meetings, including all scheduled sessions, three times per year. Members who are unable to attend any meeting shall notify the Committee Chairperson as soon as possible.

B. Active participation in Committee meetings.

- C. Participation in sub-committees as requested.
- D. Contribution of personal skills, knowledge, expertise and abilities to assist with specific needs and requests.
- E. Promotion of peaceful conflict resolutions among Committee members.

GUESTS AND PRESENTERS

- 9.
 - A. Guests are welcome but may not participate without permission of the Committee. Guests do not have voting privileges. Guests shall be seated behind members in seats provided for that purpose.
 - B. A Presenter may be any person/organization (technical or advisory) pre-authorized by the Social Services Committee Chairperson to participate in the meeting who will provide technical assistance and/or information regarding issues and concerns related to Social Services. Individuals or organizations requesting to present to the Committee shall submit such request in writing to the Chairperson one month before the scheduled USET meeting. Presenters will be seated behind the members in seats provided for that purpose.
 - C. No audio or video equipment can be used during a meeting without prior approval of the Chairperson.

AMENDMENTS

- 10. Any amendments to these by-laws require the approval of the Board of Directors, United South and Eastern Tribes, Inc.

As amended and approved on February 6, 2003.