

National Congress of American Indians **2019 Election Procedures**

Date: August 19, 2019
To: Membership of the National Congress of American Indians
From: Juanita Ahtone, Elections Committee Chair
Re: Elections for National Congress of American Indians
NCAI 76th Annual Convention – October 20-25, 2019, Albuquerque, NM

This is an election year for the National Congress of American Indians, and I would like to encourage all tribal leaders and members of NCAI to participate in the elections at the Annual Convention in Albuquerque, NM. NCAI is a great organization with a very important mission: to work in unity with tribes for the protection of tribal sovereignty and treaty rights and to promote the welfare of Native people. It is up to all of us to elect the members of the Executive Committee who will take on the responsibility to provide the leadership and ensure that this mission is accomplished. The following is some information about the procedures for the election:

Registration and Membership – In order to vote in the election, both tribal delegates and Indian individual members must be members in good standing and registered at the conference. Membership dues and registration fees for the Annual Convention are the major source of NCAI's annual budget so it goes to a good cause. I would like to encourage everyone to register early for the Annual Convention. In order to cast the tribal votes, you must have a current resolution from your tribal council stating that you are the delegate or alternate delegate for the tribe. You can register online [here](#) and find a model resolution at <http://www.ncai.org/membership/tribal-membership>

Time Frames for Registration and Credentials – To vote you must have registered and credentialed by Wednesday, October 23, 2019 at 5:00 pm Mountain time zone. This deadline will be printed in the agenda so all are on notice.

Election Schedule and Balloting Process

Potential candidates and voters should note the following about the election schedule:

- 1) Nominations will take place Wednesday, October 23 at 10:30 am during General Assembly. Candidates must be present in General Assembly during this time for nominations and candidate speeches will follow directly afterwards;
- 2) Candidate speeches immediately follow the nominations on Wednesday, October 23. Candidate speeches are limited to five minutes;
- 3) Voting will take place in a separate room from General Assembly, between 8:00 am and 10:00 am on Thursday, October 24, in the San Miguel/Ruidoso (215/220) Room;
- 4) In the event of a runoff between candidates, voting will take place between 11:00 am and 12:00 pm on Thursday, October 24 in the San Miguel/Ruidoso (215/220) Room.

Eligibility Rules for Administrative Board – Tribal Resolution Required – Candidates for the Administrative Board, which is the top four officers: the President, First Vice-President, Treasurer, and Recording Secretary must be "supported by a resolution from their tribe." Overall, all

candidates for the Administrative Board or for Regional Vice President must be tribal delegates or alternates to their enrolled tribes, members of NCAI in good standing, and must be tribal officials who are elected or appointed to represent their tribal government.

Process for Voting in the Regional Caucuses – The following are the rules for voting in regional caucuses for the Regional Vice Presidents.

Voting in Regional Caucuses

Each regional caucus may determine its own procedures for elections of Regional Vice Presidents and Alternates. Election procedures should be announced in caucus on the day before the election, and may respect agreements among the different areas of the region. Elections may be conducted by “one-person-one-vote” or by “one-tribe-one-vote.”

However, if consensus cannot be reached on election procedures the Elections Committee will assist in the election and the procedure will follow the regular weighted voting system where each Indian individual member is entitled to one vote and each member tribe is entitled to 100 to 180 votes, depending upon the enrollment of the tribe, following the rules of the NCAI By-Laws, Article III, Section B, 1(d).

Again, all candidates must be (1) an NCAI tribal delegates or alternate, and (2) a tribal official who is currently elected or appointed to represent his or her own tribal government. If there are any questions about eligibility please see me and we will discuss with the Parliamentarian.

Volunteers Needed – The elections committee will need two volunteers from each of the Regional Caucuses to assist us in administering the election. Having volunteers from each Region ensures that the elections are administered fairly and that we have enough assistance to complete the work efficiently. The volunteers should meet at 12:00 noon on Tuesday, October 22 in the Meeting Room Ruidoso (220). We have contracted with an election services company that will handle the printing of ballots and electronic ballot counting under the direction of the Elections Committee.

Unregistered Members – The NCAI Constitution is clear that registration at the conference is required in order to vote. So even if a person or tribe is a member of NCAI (they have paid their membership dues) they must also register for the conference in order to vote.

Vendors – Registering for the conference is not the same as participating in the trade show as a vendor. The NCAI Constitution and the vendor contracts are clear that separate registration is required for the conference if you wish to vote in elections.

Conference Volunteers - If a volunteer would like to vote they will be required to pay the conference registration and their individual membership dues in order to vote.

Speakers – Invited speakers are not required to pay registration fees for the day they are speaking. Their name badges have a ribbon that says “speaker” but they do not get a “registrant” ribbon unless they register for the conference and pay the fee. In order to vote they will need to be registered and have paid their Indian individual membership dues.

Hotel and Meeting Space - Campaign material can be distributed by hand but not within fifty (50) feet of the doors to the General Assembly hall, the Rules and Credentials table, or the Registration area.

No banners, hand held signs, or distribution of campaign materials will be allowed in the general assembly hall. NCAI will allow campaign information to be left on the chairs in the general assembly room; however, these materials must be placed before the meeting is called to order or during breaks.

The property has a policy of allowing items to be only taped on the walls using blue painters tape. The center may rent easels directly to a candidate who makes prior arrangements with the property (limited quantity). Please do not affix campaign materials to NCAI signs.

NCAI will provide a candidate information table where candidates can leave their campaign material (this will be separate from the NCAI information table). These tables are not to be staffed but an area to leave materials.

Candidates can rent tables directly from the center for their campaigns based on availability. Banners must be hung by the center. The center will directly charge the candidate for this service. It is the responsibility of each campaign to make arrangements for removing and cleaning up post-election. Any expenses NCAI incurs from the center for a candidates material will be invoiced by NCAI to the candidate. Any request to distribute food samples must be submitted and approved by the center two weeks prior to the event. The sample size is limited to one (1) ounce. The exception to this is little individually wrapped candies, mints, or gum.

In previous elections, some candidates used other methods to advertise through the hotel (e.g. advertisement run on the hotel channel, hotel distribution of materials to each sleeping room, etc.). It will be the responsibility of a candidate to contact the host hotels for cost estimates or availability of such services. Contact the Event Manager, ahead of time to make arrangements for anything needed from the convention center and to make payment arrangements directly with them.

Logistics and onsite contact

Valeria Gutierrez
Event Manager
Albuquerque Convention Center
(505) 459-0925
vgutierrez@albuquerquecc.com

Credential Membership and Individual Membership Lists – Monday through Wednesday, October 21 – 23, 2019 at 5:00 p.m. the list of the member tribes, who have completed the credential process, and individual members will be posted near the Rules and Credentials area. NCAI membership records are proprietary information and will only be posted at Rules and Credentials area. This allows everyone to have access to the list at the same time and verify the status of their membership prior to elections.

NCAI Constitution, Bylaws and Standing Rules – The complete rules for the election process and the roles and responsibilities for the NCAI Executive Committee are found in the NCAI Constitution, Bylaws and Standing Rules, which are on our website at <http://www.ncai.org/about-ncai/ncai-governance/constitution-bylaws-rules-of-order>

If you have further questions contact the Elections Committee Chair, Juanita Ahtone at 405.933.1095. Thank you on behalf of the Elections Committee.



Equipment Order Form

Send orders to: Vgutierrez@albuquerquecc.com

Quantity	Description	5 day advance rate	Floor rate	Amount
	8' table with two chairs	\$12.00	\$17.00	
	8' table with 2 chairs and black linen	\$22.00	\$27.00	
	8' table	\$10.00	\$15.00	
	8' table with black linen	\$20.00	\$25.00	
	20 Amps Single Phase 120V	\$99.00	\$125.50	
	Easel	\$4.00	\$6.00	

Please Type or Print Legibly
Date of order: _____
Name of Event: _____
Date of Event: _____
Exhibit Name: _____
Contact Name: _____
Phone Number: _____
E-mail: _____

Total	\$
Tax 7.875%	\$
Total Due	\$

<p>ALL ITEMS ORDERED MUST BE PAID IN FULL BEFORE EVENT.</p> <p>() American Exp () Visa () Master Card</p> <p>CC# _____ CVV# _____</p> <p>Name on Card: _____</p> <p>Expiration Date _____</p> <p>Address: _____ City _____ ST _____</p> <p>Zip _____</p> <p>I authorize SMG – Albuquerque Convention Center to charge my credit card for services listed.</p> <p>Authorize Signature _____</p>
