

**Minutes of the Meeting of the Trustees of
the Ozija Thiha Education Trust (“OTET”)
held June 1, 2022 at the Bearspaw Youth
Centre – Stoney Reserve, Morley, Alberta**

PRESENT

Trustees: Anthony Bearspaw
Pierre Lefthand
Robert Shotclose

Also Attending: Terry Munro CMC, Munro & Associates Inc. Advisor

The meeting was called to order at 10:10 a.m. and Robert Shotclose agreed to act as Chair and Terry Munro as Secretary.

A proper notice of the meeting had been given, and as a quorum of Trustees was present, the meeting was declared to be duly constituted for the transaction of business.

1. Opening Remarks

Councillor Anthony Bearspaw provided an opening prayer in the Nakoda-Sioux language.

Robert Shotclose welcomed all in attendance for the fourth formal Board of Trustees' meeting of the OTET. He stated that good progress was still being made in the establishment of the Ozija Thiha Legacy Trust and it had been accelerated by the direction and decisions made by the Board of Trustees at the first three meetings. He stated all the major components were now in place for the long-term management and operation of the Trust.

2. Minutes of Board of Trustees Meetings

The Trustees spent time reviewing the minutes of April 14, 2022.

UPON MOTION duly made and seconded, **IT WAS RESOLVED** that the Minutes of Meeting of the Board of Trustees held on April 14, 2022 be approved and adopted. **CARRIED.**

3. OTET Banking Facilities

Rob Shotclose advised the Board that a bank account for OTET at First Nations Bank of Canada (“FNBC”) was now opened. He stated that this is the first time Bearspaw First Nation has aligned itself with a bank other than the one used by the Stoney Tribal Administration (“STA”). The Board was informed that the Trust had received cheques from the bank and needs to find a computer and a person to assist in the preparation of the cheques. The Board was also advised that the Trust now has access to web banking through FNBC and can-do electronic transactions. The Trustees also viewed a print out from the FNBC website indicating a balance of \$53,867.79 currently in the account.

4. Part-Time Administrative Assistant

A discussion took place again of the need to identify a member of the Bearspaw First Nation to be hired as a part time contractor to assist in the administration and operation of OTET. Terry Munro advised the Board that the Onion Lake Education Trust Fund hired a nation member that worked in their Nation's Finance Department to do part-time administrative and bookkeeping work for their education trust. He said the current situation doesn't warrant a full-time position at OTET.

A lengthy discussion took place with the Trustees about the position and who might be available for the position. A number of names were raised and Rob Shotclose stated he would make some inquiries and report back to the Board at the next meeting.

5. Financial Statements

The Board confirmed that Jim Sand CPA was going to assist in setting up the accounting system for OTET and produce quarterly statements for the Trust. Since Jim Sand has recently left the organization, it will be necessary to hire a person to do the accounting for the Trust. Mr. Munro stated it would be a very simple task for a qualified person. A draft job description for the position has been prepared. The Board of Trustees agreed a search be conducted internally for a qualified person. It may include the new CFO for Bearspaw when hired.

6. Website OTET

The Trustees were advised that the OTET website was complete and contained a number of documents including the Trust Deed and Minutes of meetings. Rob Shotclose put the website up on a screen during the meeting and took the Trustees through its various sections. He said the application form button was turned off, however, once a formal scholarship program is started it will be turned on and will be fully functional. The application form will also be directly tied in the electronic database for the OTET.

The Trustees also reviewed some new photographs of Bearspaw students that were placed on the website. It is the intention of the Trust to post photographs of current events pertaining to the Trust in the future.

Rob Shotclose stated once the Trust Fund was fully functional a good deal of business would be done through the website. Although not required immediately, an application for scholarships will be on-line. In addition, the ability for people to donate on-line is being look into.

The Trustees were pleased with the outcome of the professional design and construction of the OTET website and hoped to add content as the Trust evolves.

7. SuperBoard Trans Canada Highway 1

Rob Shotclose advised that the SuperBoard owned by Bearspaw First Nation was being changed and a new advertisement in relation to OTET would appear. The SuperBoard in relation to OTET has a message to support the Trust with the donation of scholarships for students.

8. Leith Wheeler Investment Counsel

The Board of Trustees set aside \$50,000 as Trust Capital and gave directions to appointed investment counsel Leith Wheeler to invest the funds long-term in accordance with an investment policy passed by the Board. The Trustees reviewed a report provided by Leith Wheeler dated April 14, 2022.

9. OTET Scholarship Policies

The Board of Trustees, in its ongoing desire to build a strong foundation for the proper management of OTET reviewed *OTET Policy – Scholarships and Awards – OTET-002*. The Trustees examined the details of this policy. Essentially it is a policy that provides full guidance to Trustees, students and members on the rules on how Scholarships and Awards are provided by OTET. The Trustees discussed a number of issues relevant to the shaping of the rules for the provision of scholarships and awards within the policy itself.

The Board of Trustees had an extensive discussion in relation to the amounts to be paid as scholarships to students. A number of factors were considered; level of education, other sources of income of student, if any, sustainability of Trust Fund, amount of funds available and other issues.

After some debate the following schedule was agreed upon for the payment of scholarships for June 2022. Amounts may change in the future.

Level of Education	OTET Scholarship Amount
University	\$1,500
College	\$1,000
Trades	\$ 750
High School – Grade 12	\$ 500
High School – Grade 9	\$ 250

It was agreed students would also receive a letter from the Trust. An example of such a letter was reviewed and approved. In addition, students would receive a Certificate of Achievement from the OTET.

UPON MOTION duly made and seconded, **IT WAS RESOLVED** that the Board of Trustees adopt and approve a Payment Schedule (above) setting the amounts to be paid as OTET scholarships based on level of education. **CARRIED.**

The Trustees agreed to wait to set amounts for students enrolled in Master's and Doctoral programs.

UPON MOTION duly made and seconded, **IT WAS RESOLVED** that the expenditure of trust revenue is hereby approved and permitted for the payment of scholarship to students. **CARRIED.**

10. Corporate Sponsorship Program OTET

The Trustees again discussed the fact that OTET is starting out with a minimal amount of Trust Capital, \$50,000, that will not generate enough Trust Income for student scholarships and awards. The goal is to add larger amounts of Trust Capital upon the receipt of funds from various land claims, large donations and perhaps litigation awards.

The Trustees have decided that a Corporate Sponsorship Program will be implemented by OTET in order to raise the amount of funds to assist Bears paw students on an annual basis.

Rob Shotclose stated six donations were received without even sending any requests out. He also said that he recently met with people from Parkland Industries and they indicated a donation of \$10,000 for OTET.

The Trustees reviewed letters sent out by the OTETF requesting donations from various selected people and companies. Rob Shotclose advised the following steps have been taken in relation to the Trust: 111 letters were signed by Mr. Shotclose and sent out to selected vendors that have some relationship with Bears paw and/or Stoney Nakoda Nations. Two donor cards were also included in the sponsor's package.

It was noted by Rob Shotclose that good record keeping was essential in order to keep track of who is donating, amounts, thank you letters, official receipts for tax purposes, audit and related matters.

The Trustees talked about an email response from Manulife wherein the company rejected the offer to provide a donation for a student scholarship to OTET. Mr. Munro was directed to prepare a response.

11. Termination

Trustees Pierre Lefthand and Anthony Bears paw conducted a closing prayer.

There being no further business the meeting was terminated by the Chairman at 2:15 p.m.



Chairman



Secretary