

RESOLUTION OF THE
RESOURCES AND DEVELOPMENT COMMITTEE
23rd Navajo Nation Council --- Fourth Year, 2018

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE; CONFIRMING THE
APPOINTMENT OF MR. EUGENE BEGAY TO THE NAVAJO ARTS AND CRAFTS
ENTERPRISE BOARD OF DIRECTORS

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. Pursuant to 2 N.N.C. § 501(B)(9), the Resources and Development Committee has authority to grant final confirmation of appointments to enterprise boards.
- B. Pursuant to 5 N.N.C. § 1503(C), the Navajo Arts and Crafts Board of Directors shall be appointed by the President of the Navajo Nation subject to confirmation by the Economic Development Committee of the Navajo Nation Council, whose authority to confirm appointments to enterprise boards has since been delegated to the Resources and Development Committee pursuant to 2 N.N.C. § 501(B)(9), see also CO-45-12.

SECTION TWO. FINDINGS

- A. Pursuant to 5 N.N.C. § 1501, there is established an enterprise of the Navajo Nation known as the Navajo Arts and Crafts ("NACE") whose general purpose, in accordance with 5 N.N.C. § 1502(B)(1)-(5), is to showcase the artistry and crafts of the Navajo Nation and to be represented in the market place and to promote Navajo arts and crafts in any and all other ways deemed by NACE to be in the best interests of the Navajo Nation
- B. Pursuant to 5 N.N.C. § 1503, the business and affairs of NACE shall be conducted by a Board of Directors composed of five

members, with one member representing a Navajo Nation Craftspeople Association and one member represented by a Navajo Nation Council Delegate.


- C. Pursuant to Article 4(C)(2) of the NACE Plan of Operations, Directors shall be appointed for staggered three-year terms. See NACE Plan of Operations attached as **Exhibit A**.
- D. Pursuant to Article 4(B) of the NACE Plan of Operations, the President shall appoint enrolled members of the Navajo Nation with at least a high school education or equivalent, and with substantial experience in business or in the manufacture of arts and crafts. Furthermore, a member shall have substantial experience in one of the following areas: Marketing, Silversmithing, Accounting and Business Management.
- E. Pursuant to Article 4(C)(3) of the NACE Plan of Operations, Directors may serve a maximum of two consecutive terms.
- F. The President of the Navajo Nation has appointed Mr. Eugene V. Begay. Appointment letter attached as **Exhibit B**.
- G. Mr. Begay meets the minimum requirements as set forth by NACE Plan of Operation. Mr. Begay's letter of interest is attached as **Exhibit C** and résumé is attached as **Exhibit D**.
- H. Mr. Begay is an enrolled member of the Navajo Nation. Mr. Begay's Certificate of Indian Blood is attached as **Exhibit E**.

SECTION THREE. CONFIRMING APPOINTMENT

The Resources and Development Committee hereby confirms the appointment of Mr. Eugene V. Begay to serve on the Navajo Arts and Crafts Enterprise Board of Director for a term of three (3) years starting on January 11, 2017 and ending on January 11, 2020.

CERTIFICATION

I, hereby certify that the following resolution was duly considered by the Resources and Development Committee of the 23rd Navajo Nation Council at a duly called meeting at Navajo Nation Council Chambers, Window Rock, Navajo Nation (Arizona), at which a quorum was present and that same was passed by a vote of 3 in favor, and 0 opposed, on this 26th day of December 2018.

A handwritten signature in black ink, appearing to read 'B. Bennett', with a long horizontal line extending to the right.

Benjamin Bennett, Vice-Chairperson
Resources and Development Committee
of the 23rd Navajo Nation Council

Motion: Honorable Leonard Pete
Second: Honorable Davis Filfred

Vice-Chairperson Benjamin Bennett not voting.

Navajo Arts and Crafts Enterprise

Plan of Operation

UPDATED: 4-09-09

Article 1. Establishment

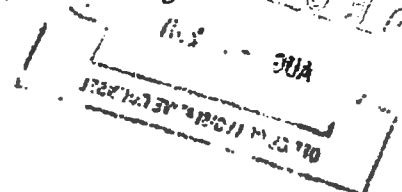
- A. Pursuant to 5 N.N.C. § 1501, the Navajo Nation Council established the Navajo Arts and Crafts Enterprise, as an enterprise of the Navajo Nation, hereinafter called "NACE",
- B. NACE shall remain in existence until it is dissolved or terminated by the Navajo Nation Council,
- C. NACE's headquarters and principal place of business shall be in Window Rock, Navajo Nation (Arizona) and
- D. NACE may establish other outlets as may be cost effective for the sale of Navajo arts and crafts and related merchandise on or near the Navajo Nation, throughout the United States, and around the world.

Article 2. History

The Navajo people have excelled in various crafts for hundreds of years, and by the mid-eighteenth Century were especially noted for their weaving, baskets and pottery. The Navajo people also learned ironsmithing and later adapted this craft into silversmithing and a wide variety of silver items developed. Today Navajo handwoven rugs, silver jewelry, baskets, pottery, paintings and other crafts are in high demand world wide.

Over time some Navajo artisans became so adept at their craft that they produced extra crafts for sale as a means to support their family and to augment cattle, horse and sheep sales, and other trading activities. As skills and markets developed for these artisans, competing products began appearing in the market and placed the Navajo craftsperson in jeopardy.

Tribal leaders recognized the need to be better represented in the marketplace, and in 1941 chartered the Navajo Arts and Crafts Guild to better market Navajo made products and counter the increasing supply of imitation items. The "Guild" was changed to an "Enterprise" in 1971 and exists today as the only Navajo Nation owned business enterprise engaged in the purchase and sale of Navajo arts and crafts and through this marketing channel functions as a defense against competing products flooding the market place and eroding the livelihood of the Navajo artisans and craftsperson.



Article 3. Purpose

In accordance with the Plan of Operation and applicable Navajo Nation and federal laws and regulations, the purposes for which NACE are organized are as follows:

- A. To showcase the artistry and crafts of the Navajo Nation and to be represented in the market place;
- B. To establish outlets as may be cost effective for the sale of Navajo arts and crafts and related merchandise on or near the Navajo Nation, through out the United States, and around the world.
- C. To provide a source of raw materials at a fair price to Navajo artisans for use in the creation of Navajo arts and crafts.
- D. To purchase at fair-market rates finished products from Navajo artisans and craftspeople, and from such other sources as may be necessary to provide a fully integrated arts and crafts facility
- E. To promote Navajo arts and crafts in any and all other ways deemed by the NACE Board of Directors to be in the best interest of NACE and the Navajo Nation.

Article 4. Membership on Board of Directors; Qualifications; Term of Office; Removal or Resignation; and Filing Vacancies

A. Membership

The business and affairs of NACE shall be conducted by a Board of Directors composed of five (5) members with one (1) member represented by a Navajo Nation Council Delegate whose term shall coincide with such Council Delegate's term of office, all of whom shall be appointed by the President of the Navajo Nation subject to the confirmation by the Economic Development Committee of the Navajo Nation Council, pursuant to 2 N.N.C § 724(E)(1)

B. Qualifications

The five (5) members of the Board of Directors, who shall be referred to as "Directors" shall be appointed by the President of the Navajo Nation and confirmed by the Economic Development Committee of the Navajo Nation Council. The President shall appoint individuals who are enrolled members of the Navajo Nation with at least a high school

education or equivalent, and with substantial experience in business or in the manufacture of arts and crafts. Furthermore, a member shall have substantial experience in one of the following areas:

1. Marketing
2. Silversmithing
3. Accounting
4. Business management

C. Term of Office

1. Directors shall be appointed by the President of the Navajo Nation subject to confirmation by the Economic Development Committee of the Navajo Nation Council, pursuant to 2 N.N.C § 724(E)(1).
2. Directors shall be appointed for staggered three-year terms; a Director whose term has expired shall continue to serve on the Board for an extended term as determined by the Economic Development Committee or until a successor has been duly appointed and confirmed.
3. Directors may serve a maximum of two consecutive terms.

D. Director Removal

Any director may be removed by unanimous vote of the Economic Development Committee of the Navajo Nation Council, with or without cause; and any officer elected by the Board of Directors may be removed by the Board of Directors with or without cause, in such manner as is provided in the Bylaws of the Enterprise.

E. Filling Director Vacancies

1. A vacancy shall exist from the date of expiration, resignation, death, or removal of a Director by the Economic Development Committee of the Navajo Nation Council.
2. Upon creation of a vacancy, the President of the Navajo Nation shall appoint a qualified candidate on or before sixty (60) calendar days. The Economic Development Committee of the Navajo Nation Council shall fill vacancies where the President has not made an appointment within (60) calendar days by appointing and confirming a candidate that meets the qualifications stated above.
3. Any vacancy shall be filled for the unexpired portion of the term.
4. All NACE Director vacancies shall be advertised in the Navajo Times and other local newspapers.

Article 5. Principal Officers

A. The Principal Officers of NACE shall consist of the following:

1. President, Vice-President, and Secretary/Treasurer of the Board of Directors.
2. The Principal Officers shall be elected annually by the Board pursuant to the Bylaws of the Enterprise and shall hold office until their successors are elected and qualified, or vacates the position by death, resignation, or removal.

B. Duties.

The officers of NACE shall have the following stated duties and such other duties as may be determined by the Board of Directors, which shall be consistent with applicable law and this Plan of Operation.

1. *President.* The President of the Board of Directors shall preside at all meetings of the Board of Directors, and shall, in general, perform duties incident to the Office of the President of the Board of Directors and such other duties as may be assigned by the Board of Directors
2. *Vice-President.* The Vice-President shall act in the capacity of the President in the absence of the President and shall discharge any other duties designated by the President or the Board of Directors.
3. *Secretary/Treasurer.* The Secretary/Treasurer shall act as the recording officer of the Board and record meeting minutes and have them available for review within (5) working days; has direct contact with NACE's Chief Executive Officer to ensure that annual audits are scheduled, correct and reported to the Board in a timely manner.

Article 6. Board of Directors' Powers and Duties

A. General. In furtherance of its purposes and subject to applicable federal and Navajo Nation laws and regulations, the NACE Board of Directors shall be subject to the laws and regulations applicable to a Board of Directors of a corporation under the laws of the Navajo Nation and shall have the following powers and duties.

1. To purchase, lease, build, erect, construct or otherwise acquire, and to hold, own, use, equip, maintain, manage and operate, any and all buildings, lots, yards, plants, factories, warehouses, mills, stores, shops, offices, laboratories, mines, wells, distribution systems, or facilities, transportation system or facilities, and other establishments of every kind, nature or description, or parts thereof, used or useful in the conduct of the business of the NACE enterprise,
2. To establish and maintain such divisions, departments, and sections as may be deemed necessary for the management and operation of the NACE enterprise,
3. To enter into and carry out any contracts, and to conduct all commercial and financial transactions associated with the business of the NACE enterprise in such manner and to such extent as any corporation chartered in any state may now or hereafter lawfully do,
4. To acquire by purchase, exchange, lease, devise or otherwise, and to hold, own, maintain, manage, equip., improve, develop, repair, remodel, farm and operate, and to sell, transfer, mortgage, lease, assign, convey, exchange, otherwise turn to account or dispose of, and generally to deal in and with, real and personal property, wheresoever situated, and to lease such property to entities not engaged in arts and crafts related activities, provided that such property is available and not needed for the purposes set forth in 5 N.N.C. § 1502 herein. NACE shall not have the authority to effectuate the sale of any property, either real or personal, that belongs to the Navajo Nation without the express written consent of the Navajo Nation. Furthermore, NACE shall not have the authority to mortgage or encumber Navajo tribal trust or restricted real property without the consent of the Navajo Nation,
5. To apply for, obtain, purchase, lease or otherwise acquire and to register, maintain, protect, hold, use, own, exercise, develop, or manufacture under, and to lease, sell or grant licenses or other rights in respect of, assign or otherwise dispose of, turn to account, or in any manner deal with and contract with reference to any trademarks, trade names, patents, patent rights, concessions, franchises, designs, copyrights and distinctive marks and rights analogous thereto, inventions, devices, improvements, processes, recipes, formulae and the like, including such thereof as may be covered by, used in connection with, or secured or received under, Letter Patent of the United States of America or elsewhere or otherwise, and any licenses in respect thereof and any or all rights connected therewith or appertaining thereto, in accordance with all applicable laws,
6. To acquire by purchase, exchange, lease, devise or otherwise all, or any part of, or any interest in, the properties, assets, business and good will of anyone or more corporations, associations, partnerships, firms, syndicates or individuals, engaged in any business for which a corporation may now or

hereafter be organized; to pay for the same in cash, property or its own or other securities; to hold, operate, lease, reorganize, liquidate, mortgage, pledge, encumber, sell, exchange, or in any manner dispose of the whole or any part thereof; and in connection therewith, to assume or guarantee performance of any liabilities, obligations or contracts of corporations, associations, partnerships, firms, syndicates or individuals, and to conduct in any lawful manner the whole or any part of any business so acquired.

7. To promote, organize, aid or assist, financially or otherwise, corporations, associations, partnerships, firms, syndicates or individuals engaged in any business whatsoever, to such extent as a corporation now or hereafter may lawfully do,
8. To borrow money for any of the purposes of the NACE enterprise to the extent permitted by law and

B. In general, to do all and everything, either within or outside the Navajo Nation, necessary or convenient to the accomplishment of any of the purposes set forth above, and to do any and all things and exercise any and all powers, rights and privileges which a corporation may now or hereafter be organized to do or to exercise.

Article 7. By-Laws; Quorum; Board Actions; Minutes and Resolutions; Stipend and Reimbursement

A. Bylaws

1. The Board of Directors shall adopt Bylaws for NACE and such Bylaws may be amended or repealed as provided therein,
2. The Bylaws of NACE shall provide among other things, for the time, date, and place of the annual meeting and provision for other regular and special meetings of the Board of Directors as may be necessary for the orderly and efficient management of the affairs and dealing of NACE and
3. The Bylaws shall further provide for notice of meetings, waiver of notice, the reimbursement of members of the Board, and for all other matters necessary for the orderly and efficient management of the affairs and dealings of NACE.

B. Quorum

The presence of three (3) members of the Board of Directors shall constitute a quorum for the transaction of any business. The act of a majority of the members present and voting at a meeting at which a quorum is present, shall be the act of

the Board. For the purposes of a quorum, a member who participates by teleconference shall be considered present.

C. Board of Directors Action

All substantive action of the Board of Directors shall be taken by a written resolution duly certified by the presiding officer.

D. Minutes and Resolutions

Access to minutes of meetings and resolutions of the Board of Directors, and all other records of NACE shall be governed by the Navajo Nation Privacy Act, 2 N.N.C. §§ 81 et seq.

E. Stipend and Reimbursement

The compensation of the members of the Board for attendance of a Board of Directors meeting shall be set at \$250.00 per day per meeting provided that the member shall attend the meeting for at least four (4) hours or provided that the meeting agenda is completed; NACE Board of Directors shall be reimbursed for reasonable business expenses associated with NACE business provided that receipts for such expenses are collected and further reimbursed for all travel expenses, (meals/lodging/mileage, etc) similar to the Navajo Nation's travel policy. Members of the NACE Board of Directors may be provided an advance to cover travel expenses provided monies are available and provided such requests are made far enough in advance and at such time so as not to disrupt NACE operations. Such advance travel payments shall not exceed the amount of reasonable expenses anticipated.

Article 8. Indemnification of directors, officers and employees

Any person made a party to any action, suit or proceeding by reason of the fact that he or she is or was a director, officer or employee of NACE, shall be indemnified by NACE against the reasonable expenses, including attorneys' fees, actually and necessarily incurred by him in connection with the defense of such action, suit or proceeding, or in connection with any appeal, therefrom, except in relation to matters as to which it shall be adjudged in such action, suit or proceeding that such officers, director or employee engaged in intentional misconduct in the performance of his duties.

Article 9. Inspection of books, records and reports

- A.** The accounts, books and papers of NACE shall be open during regular business hours for inspection by the President of the Navajo Nation or his authorized

representative, or at the directive of the Economic Development Committee of the Navajo Nation Council.

- B. The accounts and records of NACE shall be audited at the close of each fiscal year. Copies of the audit report shall be furnished to the President of Navajo Nation, the Speaker of the Navajo Nation Council or their designees, and the Economic Development Committee of the Navajo Nation Council within thirty (30) days after completion of the audit or 120 days after the end of the fiscal year, whichever is sooner.
- C. NACE shall prepare and deliver status and financial reports of NACE, upon Request, to the Budget and Finance Committee of the Navajo Nation Council and the Economic Development Committee of the Navajo Nation Council. Furthermore, NACE shall prepare annually and deliver financial and progress reports of NACE to the President of the Navajo Nation, the Navajo Nation Council, and the Economic Development Committee of the Navajo Nation Council.

Article 10 Surplus earnings

The Board of Directors shall by a simple majority vote of the members present declare a Dividend of the surplus earning of NACE. The declared dividend shall revert to the General Fund of the Navajo Nation.

Article 11. Indebtedness

The indebtedness or liability, direct or contingent, of NACE shall not exceed \$50,000.000 or such other sum as the Economic Development Committee of the Navajo Nation Council may from time to time establish.

Article 12. Private property exempt

The private property of each and every officer and director of the Enterprise, real or personal, tangible to intangible, now owned or hereafter acquired by any of them is and shall be forever be exempted from all debts and obligations of NACE of any kind whatsoever.

Article 13. Sovereign immunity

NACE and its Directors, officers and employees while acting in their official capacities are immune from suit, and the assets and other property of NACE are exempt from any levy or execution, except as provided otherwise in the Navajo Sovereign Immunity Act (1 N.N.C. §§ 551 et. seq.)



THE NAVAJO NATION

RUSSELL BEGAYE PR
JONATHAN NEZ VI



September 13, 2018

Eugene V. Begay
P.O. Box 1328
Grants, NM 87020

Re: Official Appointment to the Navajo Arts and Crafts Enterprise ("NACE")

Dear Mr. Begay:

It is my distinct pleasure to appoint you to the Board of Directors for NACE. You have extensive experience in silversmithing. After review of your resume and interview, I strongly believe you have the background and experience to competently represent on this Board. You will represent the silversmithing position on the Board. **You are hereby *appointed* for a term of three (3) years 1/11/2017 to 1/11/2020.** This appointment is subject to confirmation by the Resources and Development Committee of the Navajo Nation Council.

Thank you for your desire to serve as a Board member with NACE. If you have any questions relating to your appointment, please contact the Office of the President and Vice President at (928) 871-7004.

Respectfully,

THE NAVAJO NATION

A handwritten signature in black ink that reads "Russell Begaye".

Russell Begaye, *President*

Reference

Grants, New Mexico 87020

I have extensive professional financial managerial experience in the federal government, Navajo Nation government and the non-profit sector and a record of success in getting initiatives off the ground and flourishing. While my resume provides more specifics, my previous positions have enabled me to develop a high level of skill and experience in the following areas that are germane to the board member position at NACE.

- I have extensive experience in budgeting, in financial monitoring, audit reviews, investments, software policies and in revenue generation activities of all persuasions including grants, memberships and fund raising.
- I am skilled in A/R, A/P, General Ledger Maintenance, budgeting, payroll, internal audits, billing, account and bank reconciliation, procurement, inventory, purchasing and other financial operations.
- I offer significant skills and experience in the areas of accounting, contracts and grants, P.L. 93-638 contracts, and non-profit financial management.
- I am familiar with developing and implementing policy and procedures improvements and identifying potential issues and formulating efficient solutions.
- I have extensive Silversmithing experience as I have been silversmithing for 15+ years. Familiar with all types of Native American silver jewelry.

Thank you and I look forward to hearing from you. You can contact me at () or

Respectfully,

Eugene V. Begay

EUGENE V. BEGAY

Analytical, meticulous, results-oriented Professional with extensive accounting, grants and contracting experiences with private and government entities. Possess the highest degree of integrity, supported by a flawless record of maintaining confidentiality. Strong teamwork, team player and multi-tasking skills and successfully completes projects within the time frame and budget constraints. Proficient in Great Plains, SAP, Abila(MIP), Timberline, MS Excel & Word, Access and Spreadsheets. Excellent customer service skills. Knowledge of Generally Accepted Accounting Principles(GAAP).

PROFESSIONAL EXPERIENCE

Navajo Nation, Child Care Development Program, Window Rock, Arizona

2017 to 2018

Senior Accountant

- Assist in coordinating the work of other accountants in managing program expenditures; plan and carry out assignments by applying Accounting concepts including GAAP.
- Resolve Management problems, develop recommendations, develop and maintain a complex automated accounting system to produce and track expenditures.
- Advise and assist management on accounting and financial matters.
- Examine and interpret data and reports from the Federal funding agency.
- Compliance with Federal regulatory laws, policies and procedures pertaining to finances.
- Prepared monthly and quarterly reports for management.
- Prepared the ACF-696T and other federal reports for the Federal funding Agency.

Pueblo of Laguna, Laguna, New Mexico

2016 to 2016

Grants & Contracts Accountant

- Administration and Management of Self-Determination Contracts and Grants under P.L. 93-638.
- Prepare financial status reports for Federal grants and submit Standard Form 425 reports to the respective Federal agencies after management review.
- Reconcile expenditures to ensure grant is not over budgeted and is being expended according to OMB Circular A-87 and grant fiscal policy and procedures.
- Maintain complete and accurate grant and contract files to retain all financial and programmatic records related to each grant or contract.
- Prepare journal entries as necessary for all grants and contracts for review and posting by management.
- Monitor, review and approve budget modifications submitted by grants program managers for accuracy, allowable costs and availability of funds.
- Correspond with program managers in each department to discuss any budget, expenditure or compliance related issues on a quarterly basis.

Navajo Nation – Administrative Service Centers, Window Rock, Arizona

2015 to 2015

Accountant

- Provided accounting, contracting and technical assistance to the Navajo Nation Chapters.
- Provided planning services and guidance to the chapters specifically relating to Project Planning, Infrastructure Development and Community Land Use Planning.
- Provided guidance in the implementation of the Five Management System Policies.
- Promoted Local Governance for chapters to develop independent and sustainable communities.
- Assisted the chapters in developing policies and procedures to ensure accountability, fiscal responsibility and internal controls.

Navajo Nation Behavioral Health Authority, Window Rock, Arizona

2012 to 2014

Contract Analyst/Administrator

- Prepare and process agreements and amendments for contracts, grants and subcontracts.
- Review and rank proposals for services; review and monitor financial documents researching any problems; provide technical assistance to program staff and contractors; review scope of work on a variety of contracts, grants and subcontracts for compliance with applicable regulations and requirements; monitor contractor performance for compliance.
- Monitor and coordinate actions taken on agreements between the Navajo Nation contractors and/or grantors; participate in contract negotiations; monitor expenditure reports; notify and advise Divisions, Departments and programs of any problems and recommend corrective actions.
- Facilitate closeout of grants/contracts; oversee and facilitate requests to renew, modify, amend, extend or terminate contracts, grants and subcontracts.
- Quarterly meetings with all Behavioral Health providers for updates on provider activities, payment issues, state compliance and internal updates.

Navajo Tribal Utility Authority, Ft. Defiance, Arizona

2011 to 2012

Accountant II

- Responsible for the overall process and maintenance of business and regular customer accounts.
- Utilized the Transactions Codes and Report Development in the SAP utilities software.
- Performed month end closing functions in SAP utilizing journal voucher entries for Unbilled Revenue, Aging Report, A/R Credit Reclassification, Allowance for Doubtful Accounts, Reclassification of Bad Debts and Jobbing Revenue Accruals.
- Monitored and inputted data for the Utility Usage Consumption Reports. Prepared invoices for large power utility users.
- Analyzed and interpreted cost variances and determined proper transactions and entries of adjustments or refunds.
- Participated in the development, implementation and monitoring of goals and planning objectives.
- Prepared journal entries, special financial and statistical reports and analyzed unusual items.
- Prepared routine monthly reports, reconciliation schedules and other reports required by management.

Ch'oooshgai Community School, Tohatchi, New Mexico

2011 to 2011

Financial Director

- Administration and Management of Self-Determination Contracts and Grants under P.L. 100-297, Elementary and Secondary School Improvement Act and P.L. 95-56, Indian Education Amendments of 1978 and other laws and statutes by performing internal oversight.
- Monitored financial activities including general ledger maintenance, payroll, A/P, budgeting, bank reconciliation, purchasing and inventory controls system.
- Set standards for the departmental accounting work and the performance of monthly closing, general ledger management and financial reporting. Ensured compliance with established standards including Generally Accepted Accounting Principles (GAAP).
- Provided recommendations concerning operational, accounting, financial and other management control systems to improve application and process for accounting, budgeting and preparation of financial statements and reports.
- Recorded financial transactions and reconciled assigned accounts on a daily and/or monthly basis.
- Maintained both general and special ledgers of expenditures. Audited and verified account adjustments. Examined claims, checking for proper authorization and compliance with GAAP.
- Provided technical assistance to managers and supervisors in accounting and budget related matters as requested, assisted with the department budget preparation and audits.

Northwest New Mexico Regional Solid Waste Authority, Thoreau, New Mexico

2008 to 2010

Financial Controller/Human Resources Director

- Monitored financial activities including general accounting, A/R, A/P, annual budget, payroll, purchasing, bank reconciliation, fixed assets, labor distribution, inventory control and contract payment system.
- Controlled special accounts including cash receipts, capital expenditures and monitored expenditures against budget allocations, checked for accuracy of payments.
- Prepared operational procedures to ascertain customer needs, handled customer inquiries and problems related to accounts, compiled and compared information to rectify accounts.
- Review and evaluated existing or new financial functions and recommendation adjustments for enhancement of the financial information systems. Provided input in the implantation of new formats or procedures.
- Maintained both general and specialized ledger of expenditures, audits and verified account adjustment, examined claims, checked for proper authorization and compliance with GAAP and the company policies and procedures.
- Responsible for all Human Resource Functions including hiring and firing, disciplinary actions and performance reviews.

Navajo Housing Authority, Window Rock, Arizona

2006-2008

Accountant II

- Researched, analyzed, and interpreted statistical and financial data and prepared reports for management.
- Reviewed accounting statements information and other reports generated by the general ledger.
- Monitored financial activities including fixed asset reconciliation, labor distribution, general accounting, record keeping, pertaining to work order costs, payroll, accounts payable, and grants accounting.
- Monitored revenue and expenses for departmental or unit accounts and ensured expenditure control and compliance with funding and reporting requirements.
- Prepared reports related to financial elements, compared source materials with financial details, and completed journal entries. Addressed and corrected discrepancies.

Navajo Transit System, Ft. Defiance, Arizona

2004 – 2006

Senior Accountant

- Prepared, reviewed, and presented financial reports to management including revenues, expenditures, and commitments; devised and instated budgetary controls, interpreted accounting principals and standards.
- Ensured that accurate general ledgers and records were maintained and reconciled periodically with the reports generated by the financial accounting system.
- Researched, analyzed, and used independent judgment in a variety of daily and non-routine accounting decisions.

Navajo Nation, Window Rock, Arizona

1998- 2004

Senior Accountant (Aging Services, Special Diabetes, Community Development, Contracts)

- Prepared external and internal budgets, expenditure reports, cost reports, analysis, studies, inventories, and financial statements for funding sources.
- Performed accounting functions such as general ledger/fund maintenance, indirect rates analysis, account reconciliation, posting, adjusting entries, and year-end closeouts.
- Provided assistance in the development, implementation, and management of fiscal systems and procedures, and applied concepts, methods, and techniques.
- Facilitated communication with the internal and external auditors.
- Supervised senior accountants and accounting clerks.

Phoenix Area Indian Health Service (PAIHS), Phoenix, Arizona

1985-1998

Contract Specialist/Purchasing Agent

- Responsible for the full scope of acquisition cycle for procurement, administration, negotiations, termination and contract closeout functions.
- Prepared complex Request for Bids (IFB), Request for Proposals (RFP) and Request for Quotes (RFQ). Evaluated bids and proposals to determine contractor responsibility and prepared findings and determination.
- Knowledge of Federal Acquisition Regulations (FAR) and Code of Federal Regulations (CFR).
- Enforced procurement policies and procedures ensuring compliance by the programs and departments with all applicable Federal law, rules, circulars and regulations.
- Knowledge with current rules and regulations governing cost and expenditures of federal grants and contracts with specific working knowledge of Public Law 93-638 and Single Audit Act.
- Administered complex contract instruments through formally advertised (IFB), negotiated acquisition procedures (RFP/RFQ), Memorandum of Agreement (MOA) and Memorandum of Understanding (MOU).
- Monitored contractor progress and determined contract provision compliance with contractors.
- Provided technical assistance to program managers, administrative staff and contractors.
- As a Purchasing Agent responsible for procuring professional services, supplies and equipment.

EDUCATION

Grand Canyon University, Phoenix, Arizona

Bachelor of Science – Business Administration, Economics and Accounting



THE NAVAJO NATION

RUSSELL BEGAYE
PRESIDENT

JONATHAN NEZ
VICE PRESIDENT

UNACCEPTABLE IF ALTERED

CERTIFICATE OF NAVAJO INDIAN BLOOD

PART A (To be used if applicant is enrolled)

EASTERN

AGENCY

DECEMBER 8, 2015

DATE

I certify that EUGENE VIRGIL BEGAY Is listed on the Navajo Indian Census Roll, dated
January 01, 1940 , Which is an official record of this office as being of 4/4 Degree Navajo
Indian blood, with Roll Number, _____, Date of birth _____.

RECORDED: SEPTEMBER 23, 1958


VITAL STATISTICS MANAGER
VST/

THE INFORMATION CONTAINED ON THIS DOCUMENT
HAS BEEN TAKEN FROM THE OFFICIAL TRIBAL ROLL OF THE NAVAJO NATION.

VITAL RECORDS & TRIBAL ENROLLMENT PROGRAM
THE NAVAJO NATION ♦ PO BOX 3240 ♦ WINDOW ROCK, ARIZONA 86515

RESOURCES AND DEVELOPMENT COMMITTEE
Regular Meeting

ROLL CALL
VOTE TALLY SHEET:

Legislation # 0423-18: An Action Relating to Resources and Development; Confirming the Appointment of Mr. Eugene Begay to the Navajo Arts and Crafts Enterprise Board of Directors. *Sponsor: Honorable Alton Joe Shepherd.*

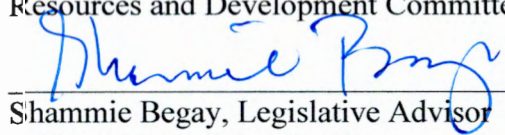
MAIN MOTION:

M: Leonard Pete S: Davis Filfred Vote: 3-0-1 (VCNV)
YEAS: Benjamin Bennett, Leonard Pete and Davis Filfred
NAYS:
EXCUSED: Jonathan Perry and Walter Phelps (stepped out of the meeting)

Date: December 26, 2018 – Regular Meeting
Meeting Location: Navajo Nation Council Chambers, Window Rock, Arizona



Honorable Benjamin Bennett, Presiding Vice-Chairman
Resources and Development Committee



Shammie Begay, Legislative Advisor
Office of Legislative Services