

**JAMESTOWN S'KLALLAM TRIBE  
TRIBAL CODE  
TITLE 18 – TRIBAL COUNCIL**

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**Chapter 18.01  
General Provisions**

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**Section 18.01.01 Regular Meetings**

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**Section 18.01.03 Compensation**

**Section 18.01.04 Oath of Office**

**Section 18.01.01 Regular Meetings**

Regular meetings of the Tribal Council (“Council”) shall be held approximately every two (2) weeks at such location, day and time as the Council may, from time-to-time, designate.

**Section 18.01.02 Assumption of Duties**

All terms of office for newly elected Tribal Council members shall begin as provided for in Article III of the Tribal Constitution, provided, however, that if the next scheduled Tribal Council meeting after the date they are elected occurs after December 1st of the year they are elected, then their term shall begin on the date of that scheduled meeting instead of December 1st.

**Section 18.01.03 Compensation**

Each member of the Council shall receive a stipend for each regular and special Council meeting attended. The amount of the stipend shall be fixed from time-to-time by action of the Council.

Any Council member requesting to attend a meeting or an event requiring Tribal representation, and desiring to receive a stipend for such meeting or event, unless previously authorized by the Council, must, at least two (2) business days prior to the event, contact the Chair, or if the Chair is not available, the Vice Chair, to request a stipend. The granting of such stipends shall be discretionary with the Chair/Vice Chair. The Vice-Chair shall have the authority to approve a stipend, under this section, for the Chair. When such meeting or event is expected to last over 4 hours, then the Chair, or Vice-Chair, in their discretion, may approve a reasonable per-day fixed-stipend.

**Section 18.01.04 Oath of Office**

Immediately prior to assumption of the duties of a Council member, each person shall take and subscribe to the oath of office. Such oath shall be authenticated in the following form:

**OFFICIAL OATH OF OFFICE FOR ELECTED OFFICERS**

Please raise your right hand and repeat after me the following Oath of Office:

I, \_\_\_\_\_ do solemnly swear and affirm that I will follow and adhere to the Constitution, Council By-laws, and policies of the Jamestown S’Klallam Tribe and promise to faithfully carry out the duties of my Office. I promise to protect and preserve our Tribal citizens’ inherent aboriginal rights and benefits to which we are entitled under the Tribal Laws, Treaties and the Constitution of the United States for our future generations. I promise to enlighten the general public toward a better understanding of the American Indian people; to preserve Indian cultural values, traditions and natural resources; and otherwise promote the health, general welfare, education, economic and employment opportunities of the Jamestown S=Klallam Tribal Community.

**Signature of Witness (Chair or Vice-Chair):**

\_\_\_\_\_  
**Signature of Elected Officer:**

Dated: \_\_\_\_\_

\_\_\_\_\_ Dated:

\_\_\_\_\_ **Chapter 18.02**

### **Election of Council Members**

**Sections:**

**Section 18.02.01 Elections Code**

**Section 18.02.01 Elections Code**

The provisions of this Chapter are now set out in **Title 5 - Elections** of the Tribal Code. That title governs all elections to the Tribal Council, as well as referendums and initiatives, for the Jamestown S'Klallam Tribe.

**Chapter 18.03**  
**Action by Tribal Council: Resolutions and Tribal Code Titles**

**Sections:**

**Section 18.03.01 Resolutions Required**

**Section 18.03.02 Prior Approval**

**Section 18.03.03 Parliamentary Procedures**

**Section 18.03.04 Action by Tribal Council in Lieu of a Meeting**

**Section 18.03.05 Requirements for a Title of the Tribal Code**

**Section 18.03.06 Effective Date of Titles to the Tribal Code**

**Section 18.03.07 Signatures Required**

**Section 18.03.01 Resolutions Required**

All actions by the Tribal Council shall be in the form of a resolution. For adoption of a resolution, the Council shall follow the parliamentary procedures set out in Section 18.03.03 of this Title.

**Section 18.03.02 Prior Approval**

All resolutions, Titles, agreements and contract documents shall, before presentation to the Council, have been reviewed as to form by the Tribal staff and shall, when there are substantive matters of administration involved, be referred to the person who is charged with the administration of the matters. Such person shall have an opportunity to present their comments, suggestions and objections, if any, prior to the passage of the resolution, Title or acceptance of the agreement or contract.

After the Council has received any oral or written comments or testimony on the proposed Title, agreement or resolution, any member of the Council may make a motion to adopt or approve the issues under consideration; otherwise, they shall not be considered.

**Section 18.03.03 Parliamentary Procedure**

All actions by the Tribal Council shall be conducted under Robert's Rules of Order or such other rules of parliamentary procedure as may be set forth, from time-to-time, in the bylaws of the Council adopted pursuant to Chapter 18.04 of this Title

**Section 18.03.04 Action by Tribal Council in Lieu of a Meeting**

Any action required or permitted to be taken by the Council may be taken without a face-to-face meeting by the use of any electronic telecommunication, including e-mails, and/or a telephone poll/conference. A three-fifths (3/5) vote is required to approve the action. Such action shall have the same force and effect as if the vote occurred at a duly convened meeting. Written documentation of the action shall be made a part of the minutes and such minutes ratified at the next regularly scheduled Council meeting.

The person conducting a poll will make a reasonable effort to clarify: a) the urgency of the request for action, b) the timeframe within which it must be made, and c) the day and time of the expected response by the Council member being polled.

**Section 18.03.05 Requirements for a Title of the Tribal Code**

Each Title may have only one (1) subject, the nature of which is clearly expressed in the Title. Whenever possible, each Title shall be introduced as an amendment to this Code. If changes are to be made to an existing Title, the Title and Sections to be amended shall be included in the amendment.

**Section 18.03.06 Effective Date of Titles**

Titles shall become effective the date they are adopted by the Council unless otherwise provided.

**Section 18.03.07 Signatures Required**

Every Title passed by the Council shall, before it becomes effective, be signed by the Tribal Council Chairman, or their designee, and attested by the Tribal Council Secretary or assistant secretary.

**Chapter 18.04**  
**Tribal Council Bylaws**

**Sections:**

**Section 18.04.01 Adoption of Bylaws**

**Section 18.04.02 Amendments to Bylaws**

**Section 18.04.01 Adoption of Bylaws**

Pursuant to Section 5, Article III of the Tribal Constitution, the Tribal Council may adopt bylaws governing the internal operations of the Council, as it deems appropriate. Such bylaws, if adopted, become effective immediately unless otherwise stipulated by the Council in the adopting resolution.

**Section 18.04.02 Adoption of Bylaws**

Bylaws adopted by the Tribal Council may be amended from time-to-time, as appropriate, and unless otherwise stipulated in the resolution approving the amendment(s), shall become effective immediately.

**Chapter 18.05**  
**Codification and Amendments**

**Sections:**

**Section 18.05.01 Date of Codification**

**Section 18.05.02 Amendments**

**Section 18.05.01 Date of Codification**

Title 18 was codified in this Title as a code on November 8, 2005 by Resolution #38-05.

**Section 18.05.02 Amendments**

Title 18 was amended on January 29, 2009 at a Tribal Council meeting, on July 24, 2012 by Resolution #26-12, on June 4, 2013 by Resolution #24-13 and on January 5, 2024 by Resolution #01-2024.