

**CONSTITUTION AND BYLAWS
Of Osni Ponka Youth Council
TC Revised: 2/15/25**

**ARTICLE ONE
Name**

The name of this group shall be the Osni Ponka Youth Council.

**ARTICLE TWO
Objectives**

The objectives of this group shall be to provide a collective voice and represent the tribal youth in all matters that concern them; to serve as a means of mobilizing and coordinating the actions of youth, other community members and organizations toward positive goals; to promote the development of future tribal leaders; to help solve problems facing tribal youth; to coordinate school and community service projects and provide opportunities for the youth to interact for fun and fellowship. In addition the youth shall focus on cultural revitalization and sustainability to include being an active generational voice in regards to tribal governing and tribal affairs.

**ARTICLE THREE
Members**

Section 1: The group shall consist of Ponca Tribe of NE youth between the ages of 14 and 24 years of age. If a member is appointed before 24 years of age, but turns 25 during his/her term, s/he may serve until they turn 25.

Section 2: Each member shall have a right to cast one (1) vote on any matter submitted to a vote of the membership except for the Chair who shall only vote in case of a tie.

Section 3: The youth members shall consist of one (1) participant from each District (D1, Niobrara and Sioux City areas; D2, Omaha area; D3, Lincoln area; and D4, Norfolk area) and five (5) at large positions for a minimum of nine (9) council members to reflect Tribal Council. One of the five at large members may reside outside the Service Delivery Area, while four must reside within 100 miles of the Service Delivery Area. However, if Tribal Council chooses, they may add more youth council members as they apply.

Section 4: The members will be appointed by the current Tribal Council. To fill vacant council member positions, a letter of interest will need to be provided to the Tribal Council and a time will be scheduled for the presentation/interview.

The terms of each position will be reviewed and appointed by the Tribal Council. The term of the Youth Council members will be four years, until the member resigns, Youth Council takes action due to absences or the month the member turns 25 years of age.

ARTICLE FOUR

Officers

Section 1: The officers of the group shall be Chairperson, Vice Chairperson, Secretary and Treasurer. Two or more principle offices may not be held by the same person. The terms of the Youth Council Officers will be voted on by the Youth Council every two years in January (even years) or when needed due to a vacancy.

Section 2: The Chairperson shall be the principal officer of the group and shall supervise and control the affairs of the group. The Chairperson will preside at all membership meetings and shall reside within 100 miles of a service delivery area.

Section 3: In absence of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Vice Chairperson shall keep a log of all Youth Council activities and participation at each membership meeting and shall reside within 100 miles of a service delivery area.

Section 4: The Secretary shall keep minutes of the membership meetings and see that all notices are given in accordance with the bylaws, keep current membership list, and in general, perform all duties related to the office of Secretary.

Section 5: The Treasurer shall have responsibility of preparing the annual Youth Council budget and ensure all financial responsibilities are met. The Treasurer will prepare and present a financial report with the assistance of PTN Finance staff at each meeting.

Section 6: The Officers shall be elected by the Youth Council serving at the current time; occurring in January (even years) or when needed due to a vacancy.

ARTICLE FIVE

Advisors

Section 1: The Advisory Board may be made up of two members from executive management of the Ponca Tribe of Nebraska and two members from Tribal Council but at least one (1).

Section 2: Recruitment of the Advisory Board shall be through promotion of various platforms. A letter of interest shall be submitted to the Tribal Council and the Tribal Council will make the selections based on the requirements of section 1.

Section 3: The members of the Advisory Board will help facilitate meetings, offer guidance to youth, chaperone functions and activities of the youth council, and assist youth council members in fulfilling their responsibilities. One (or more) members of the Advisory Board will serve as the primary advisor(s) of the youth council.

Section 4: At least one member of the Advisory Council must be present at all youth council meetings and functions.

ARTICLE SIX

Meetings

Section 1: The Youth Council membership shall meet monthly. A notice of time, place and agenda will be provided to all voting members at least three (3) business days prior to the meeting. The monthly meeting will include reports from officers and/or special committees including individual project reports.

Planning and duties for future business and social functions will be delegated during the business meetings.

Section 2: The presence of a majority of the current youth council membership shall be required to constitute a quorum necessary to conduct the youth council's business.

Section 3: If a member of the youth council misses three (3) meetings within a calendar year, the member will be removed from the youth council. If an officer is removed from the youth council due to absenteeism, the position will be filled at the following youth council meeting.

Section 4: All regular and special meetings of the Youth Council shall be conducted in accordance with Robert's Rules of Order and consist of an agenda to include:

1. Roll Call
2. Determination of Quorum
3. Reading of minutes from previous meeting
4. Reports of Officers
5. Reports of Special Committees
6. Old Business
7. New Business
8. Announcements
9. Adjournment

Section 5: Youth Council may conduct business and votes through email as long as the number of members considered for quorum participates.

Section 6: Youth Council may schedule a Special Meeting at any time needed to conduct additional business.

Section 7: Youth Council meeting attendance will be verified by roll call and the recording of the meeting.

Section 8: Youth Council member duties will be defined in the action items.

ARTICLE EIGHT

Affiliation

The Osni Ponka Youth Council will affiliate with the United National Indian Tribal Youth Network, also known as UNITY Network.

Staff will assist with reserving the Osni Ponka Youth Council Sponsors hotel rooms when attending the UNITY Conference. For sponsors and Youth Council members, if a travel advance is needed, the paperwork will need to be submitted three weeks in advance to receive 90% and the remainder will be issued on the settlement when you return.

ARTICLE NINE

Work Time/Days

The Osni Ponka Youth Council will conduct independent work depending on Action Items given at the monthly or special meeting. Work time/days will be compensated by the amount determined by Youth Council Advisors and Chairperson. Reports on work activity must be provided at the following meeting. All work outside of meetings will be assigned by the Secretary at the end of the monthly or special meeting. Each member will be assigned as a lead on a (group or individual) project or action item at the meeting. 4

ARTICLE TEN

Amendments of Bylaws

These bylaws may be amended at any regular meeting of the Ponca Tribe of Nebraska's Tribal Council.

TC Approved 5/18/17
TC Amended 6/15/20
TC Amended 12/14/21
TC Amended 6/13/23
TC Amended 8/8/23
TC Amended 2/15/25