



**Waganakising Odawak**  
Little Traverse Bay Bands of Odawa Indians  
**Dexter McNamara, Tribal Chairman**  
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**Executive Directive #25-09202012-01**  
Accounting Department Supervision

The Little Traverse Bay Bands of Odawa Indians Tribal Constitution adopted February 1, 2005, creates the Executive Branch of the Tribal Government and the Tribal Chairman is the elected official who exercises executive authority under the Constitution.

The Executive Branch is authorized to manage the daily services provided by the LTBB Accounting department WOS 2009-011. The primary supervisor for the LTBB Accounting department is the Chief Financial Officer.

1. The Tribal Chairman designates Carrie Carlson as the interim Chief Financial Officer (CFO) for the Little Traverse Bay Bands of Odawa Indians to manage the daily operations of the accounting department until such time the Tribal Chairman rescinds this executive directive or a CFO is hired.
2. The Interim CFO will supervise accounting staff and assign work to meet the daily operations of the department in accordance with the organization's policies and applicable laws.
3. The Interim CFO directs the controller and accounting staff in providing and directing procedures and computer application systems necessary to maintain proper records and to afford adequate accounting controls and devices.
4. The Interim CFO will follow the established departmental reporting schedules to the Executive and Legislative branches.
5. The Tribal Chairman recognizes this is not a complete list and has the authority to add or delete items to meet the goals of the Executive Branch.

*This Executive Directive becomes effective September 20, 2012 and will remain in effect until the newly hired Chief Financial Officer's ready to assume full responsibility of all duties assigned to the CFO position or until rescinded by subsequent Executive action*

  
Dexter McNamara, Tribal Chairman