



Memo

To: Board of Commissioners
From: Carrie Monforte
Date: 8/11/2023
Re: Financial Institutions Updates for Staff Changes

With current staffing changes, we need to update contacts and authorizations with our financial institutions. We normally have 2 auditing officers, the Director and the Treasurer.

This action includes the following:

1. Resolution 2023-05 Resolution to Change Designated Auditing Officer (included in your packet), adding Brian Tomisser as an Auditing Officer and removing Krista.
2. Update of Authorized Signators & Financial Contacts for District Business:
 - Authorizing Brian Tomisser, by name, as financial contact for our Bank Account for Direct Deposit payroll.
 - Adding Brian Tomisser to the Credit Card account
 - Authorizing Brian Tomisser as a signator for vouchers and investments.

A new signature sheet will be signed to be filed at the county.

These are approval items and will require action from the board. The action would be approval of the resolution, and a separate motion for the other items.

The chair and treasurer are already authorized in our policy manual to sign contracts for services, and the purchase of goods and/or property.