



STAFF REPORT

Meeting Date: November 7, 2016

Agenda Item #: 10b

TO: Mayor and Town Council
FROM: Bonnie Schwerd, Assistant Town Administrator
THRU: Susan Parker, Town Administrator
TITLE: Update of Individuals with Signature Authority

Summary: The changes in personnel and elected officials necessitate an update of the Town's banking resolution so that appropriate parties can be authorized to sign on behalf of the Town for banking matters.

Discussion: Currently, the authorized parties include the Town Administrator, Susan Parker; the Assistant Town Administrator, Bonnie Schwerd and the Deputy Finance Officer, Lori Frye. Previously, the former Mayor, Ron Watts and former Councilman Wilson Sherrill also had signing authority.

Staff recommends adding the new Finance Officer, Bonnie Bray and the new Mayor, Robert Forrester, to the list of authorized signers.

Recommendation: Staff requests that the Town Council consider action to update the authorized signers.

Motion: I move that we update the list of authorized signers for banking matters to add the new Finance Officer, Bonnie Bray and the new Mayor, Robert Forrester.