

Dundas Street Centre United Church Policy Manual

Section: C. Finance

Title: **Banking Authorities**

Policy #: C-04

Approved/Amended: Feb. 8, 2014

Referral Committee: Stewardship

1. The Unified Board will approve a list of between 6 and 8 Board members as signing authorities for all banking and investment business. This will include signing of cheques regularly. The treasurer and chair of Stewards will normally be included in this list. Any person fulfilling the role of internal reviewer may not be so appointed.
2. The Board will pass the appropriate banking resolution and the individuals so named will present necessary identification documentation as required by the banks.
3. Stewards will provide written guidelines outlining the role of those so appointed in signing cheques and other documents.
4. All cheques must be signed by two approved signing authorities.
5. The list of appointees should be reviewed by the Board every two to three years for potential revision.
6. The current appointees are listed in Appendix A.

Appendix A.

Banking Authorities as of Jan. 2014

Janice Lewis

Howard Rundle

Fred Faas

Mary Harding

Steve Clark

Jim Traquair

Dianne Allen