

Date: September 9, 1999

SUBJECT: PARK BOARD SIGNING AUTHORITY

RECOMMENDATION

THAT the signing authority for the Park Board be designated as follows:

NAME	POSITION
Susan Mundick	General Manager
Anita Ho	Director of Corporate Services
Jim Lowden	Director of Stanley District
Piet Rutgers	Director of Planning and Operations
Liane McKenna	Director of Queen Elizabeth District
Allan Argent	Director of Vancouver East District

BACKGROUND

The Park Board presently maintains two accounts with the Bank of Montreal for the Payroll and Imprest Accounts. These accounts have been maintained for a number of years in order to expedite processing of special cheques related to such items as casual payrolls, invoices to be paid in order to receive the benefits of cash discounts, and Golf Professional retainer fees. In addition, several Visa and MasterCard accounts are held at Canadian Imperial Bank of Commerce, Bank of Nova Scotia and the Bank of Montreal. These accounts are used to process our Visa and MasterCard revenue receipts.

DISCUSSION

For control purposes a limited number of signatures are authorized by the Board. The bank requires a formal resolution outlining any changes in the signing authority.

SUMMARY

These amendments do not represent any change in procedure but are amendments to ensure that adequate signing authorities are available at all times.

Prepared by:
Corporate Services Division
Vancouver Park Board