## **Board Policy Manual**

School District No. 71 (Comox Valley)

## Bylaws **5 – 3**

## Signing Authorities Bylaw, No. 2

A bylaw to provide for the signing officers of the Board of Education, School District No. 71 (Comox Valley) for the purposes of financial transactions of the board, as follows:

- 1. All cheques of the board be drawn in the name of the board and signed on its behalf by any two (2) of the duly appointed secretary-treasurer, duly appointed assistant secretary-treasurer, and duly elected chairperson, Board of Education.
- 2. Any one of the above-named officers be authorized to transfer funds between board bank accounts, between accounts and term deposits, between accounts and guaranteed investment certificates, and to purchase money investments on behalf of the board.
- 3. Any one of the above-named officers be authorized to receive from the bank from time to time a statement of accounts together with relative vouchers and all items returned unpaid and charged to the account of the board, and to sign and deliver to the bank the bank's form of verification, settlement, and release.
- 4. Any two (2) of the above-named officers be authorized to obtain delivery from the bank of all or any stocks, bonds, and other securities held by the bank in safekeeping or otherwise for the account of the board, and to give valid and binding receipts therefore.
- 5. This bylaw will remain in force until written notice to the contrary is given to the bank and receipt of such notice is duly acknowledged in writing.

This Bylaw is citied for all purposes as "School District No. 71 (Comox Valley) Signing Authorities Bylaw No. 2".

Read a first time the <u>22nd day of June</u>, <u>1999</u>. Read a second time the <u>22nd day of June</u>, <u>1999</u>. Reconsidered, finally passed, and adopted this 22<sup>nd</sup> day of June 1999.

and day of June, 1999.

A/Secretary-Treasurer

Chairperso