



Skeena-Queen Charlotte Regional District

BOARD POLICY

Title:	Skeena-Queen Charlotte Regional District Financial Accounts of Committees & Commissions
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1. PURPOSE

To provide clarity to any Regional District Committee or Commission with regards to financial accounts.

2. POLICY

No committee or commission has the power or authority to open any financial account with any financial institution without prior approval of the Board. This includes all deposit accounts, chequing accounts, credit cards, credit facilities or any other type of account offered by a financial institution.

Any Regional District appointed Committee or Commission wishing to open an account with a financial institution must first attain written authorization from the Regional District.

Any instance in which the Regional District Board approves the request to open a financial account, the Board will designate the CAO and Treasurer as signatories on the financial account in addition to at least 2 committee members.

3. TERMS/DEFINITIONS

“Board” means the Skeena-Queen Charlotte Regional District Board

“Committee” refers to any committee, commission or society established by the Regional District

“Regional District” refers to the Skeena-Queen Charlotte Regional District

4. SCOPE

This policy applies to all Regional District committees or commissions.

5. PROCEDURE

Once a Regional District committee or commission has obtained approval from the Board, the designated staff members will open the approved financial account. Then, staff will add committee members as appropriate.

The intention of this policy is not to monitor or be involved in day to day activity but to maintain control in situations of committee dissolution or when committee members are unavailable.

6. REFERENCES

Accountability Standards

Approval Date:	December 12, 2014	Resolution No.	431-2014
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