
RESOLUTION 2015-16

FINANCIAL INFORMATION

As required by the ANCS Governing Board of Directors Financial Policy, the following information is presented for the 2015-16 Financial Resolution.

1. Banks where ANCS has accounts.

- Bank of North Georgia - Primary
- Edward Jones (BMW Bank of North America) - C.D.
- Self-Help Credit Union – C.D.
- PayPal - Clearing Account for donations & payments

2. Designated check signatories.

- Executive Director - Matt Underwood
- Principals - Lara Zelski & Cathey Goodgame
- GBOD Finance Chair – Ryan Camp
- PTCA account only - PTCA Treasurer – Erin Miller

3. Limits of checks and payments expressed in dollar amounts.

- Payments over \$25,000 must be approved by Governing Board.

4. Designee/signatory for all employee contracts.

- Executive Director, Matt Underwood signs all employee contracts.

5. Confirmation and approval of any ongoing vendor contracts that may have changed since the approval of the budget. This includes any contracts for outside services such as field trip operators/providers. This also includes contract limits.

- GBOD must approve vendor contracts over \$25,000 or any vendor providing services directly to students/families on behalf of the school that total more than \$25,000.
- Executive Director approves all others.



6. Confirmation of any lines of credit or loans that need to be re-signed/re-authorized.

- Mortgage Loan at Self-Help Credit Union must be refinanced by 2021.

7. Confirmation of reserve fund policy.

- The reserve fund policy development is in progress.

8. Confirmation of where financial records and documents are kept and how they are accessed.

- Financial records are kept in the office of the Director of Business & Operations. They can be accessed upon request. Accounting software : Quickbooks for Non-Profits