

**Consent Item Briefing for PWSRCAC Board of Directors – May 2026**

**ACTION ITEM**

**Sponsor:** Ashlee Hamilton, Director of Finance  
**Project number and name or topic:** 1000 - General Administration  
Financial Management

1. **Description of agenda item:** Staff is requesting that the Board of Directors adopt the bank-provided resolutions updating the individuals authorized to sign checks and conduct other business on the organization's account at First National Bank Alaska (FNBA). Those authorized to sign checks on behalf of PWSRCAC will include the Board officers (president, vice president, secretary, and treasurer), the Executive Director (Donna Schantz), the Director of Administration (Hans Odegard), the Director of Programs (Joe Lally), the Director of Communications (Brooke Taylor), and one to two other Board members who reside in the Anchorage area. Having Board members who reside in the Anchorage area authorized to sign checks is helpful for obtaining signatures in a timely manner and reducing costs, as it minimizes the need to mail checks outside of the Anchorage area for signatures.

The resolution will also provide for the Director of Finance to receive bank information, but not approve any transactions.

2. **Why is this item important to PWSRCAC:** Bank authorizations need to reflect current Board members and staff. To maintain adequate internal controls, checks written on the main checking account require two signatures. For checks of \$20,000 or more, one of those signers must be a Board member.

3. **Action Requested of the Board of Directors:** Adopt the resolutions provided by First National Bank Alaska to update the list of authorized individuals to sign checks and conduct financial transactions on PWSRCAC's account.

4. **Alternatives:** None proposed.

5. **Attachments:** None.