

Board Action Request

TO: Board of Directors
FROM: Mary Dahl, Chair
SUBJECT: Bank of America Account Authorizations
DATE: May 22, 2023

Agenda Item: Discussion and Possible Action to Finalize Authorized Signatures on the Fire District's Bank of America Checking and Savings Accounts.

Background: In March, the Board acted to authorize changes in the authorized signatures on the Bank of America checking and savings accounts. However, when this authorization was delivered to the bank branch, it was learned that others were listed on the accounts and those individuals also needed to be officially removed.

At this point, it seems folly to numerous individuals on these accounts given the difficulties inherent with removing them.

So, in an attempt to resolve this once and for all, it is requested that the Board approve removing the following individuals from both accounts and authorizing only the following individuals to be signatories on the accounts:

REMOVE FROM BOTH ACCOUNTS:

Savings Account: Mary Louise Dahl, Michael H. Connolly, Cheryl Horvath, Genaro Rivera, Nancy Lindsey, Bill Kirkpatrick, Herbert B. Wisdom and Katherine S. Clancy

Checking Account: Mary Louise Dahl, Michael H. Connolly, Cheryl Horvath, Genaro Rivera, Nancy Lindsey, Bill Kirkpatrick, Herbert B. Wisdom and Katharine S. Clancy

ADD TO BOTH ACCOUNTS ONLY: Ben Guerrero, Bianca Hamric, Peter Benequista, Hesly Guerrero

Fiscal Impact: There is no fiscal impact with this item

Staff Recommendation: Approve the draft letter as presented.

Proposed Motion: Move to approve the removal of all signers from the District's Bank of America checking and savings accounts and adding only Chief Guerrero, Peter Benequista, Hesly Guerrero and Bianca Hamric, as account administrative contact.



TUBAC FIRE DISTRICT

2227 EAST FRONTAGE ROAD
P.O. BOX 2881
TUBAC, ARIZONA 85646
TELEPHONE: (520) 398-2255

May 31, 2023

Bank of America Account Servicing Department
18670 South Nogales Highway
Green Valley, AZ 85614

TO WHOM IT MAY CONCERN:

RE: Tubac Fire District Accounts

- Checking Account # [REDACTED]
- Savings Account # [REDACTED]

By motion and approval of the Tubac Fire Governing Board on May 31, 2023, we direct that **Mary Louise Dahl, Michael H. Connolly, Cheryl Horvath, Genaro Rivera, Nancy Lindsey, Bill Kirkpatrick, Herbert B. Wisdom and Katherine S. Clancy be removed** as signers and/or contacts on these accounts immediately.

Further, we direct that only **Benjamin Guerrero, Peter Benequista and Hesly Guerrero, as signers, and Bianca Hamric, (account administrative contact only) be added** on the accounts immediately. A copy of the minutes of this action as ratified by the Board of Directors is attached.

We ask your assistance in facilitating this transition by providing for each new signor to be able to independently present themselves at a bank branch, provide proof of identity, and complete the appropriate paperwork.

Thank you for your assistance.

Best regards,

Mary Dahl, Chair
Tubac Fire District Governing Board

Enc.