

**TOWN OF NEW LEBANON
RESOLUTION # __, 2023
AMENDMENT TO TOWN OF NEW LEBANON BANK RECONCILIATION POLICY
DECEMBER 12, 2023**

At a regular meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 NYS Route 22, New Lebanon, New York, duly called and held on the 12th day of December, 2023, the following Resolution was proposed and seconded:

Resolution by Councilmember _____
Seconded by Councilmember _____

AMENDMENT TO BANK RECONCILIATION POLICY

WHEREAS, the Town Board of the Town of New Lebanon deems it to be in the public interest to ensure that relevant Town departments and officials having control or authority over Town bank accounts perform and prepare on a timely basis bank reconciliation of those accounts over which such departments and officials have control or authority;

WHEREAS, the Town Board of the Town of New Lebanon adopted a bank reconciliation policy on February 14, 2023, and now wishes to amend the policy;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of New Lebanon hereby approves and adopts the amended version of the Town of New Lebanon Bank Reconciliation Policy, a copy of which is annexed hereto; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon Bank Reconciliation Policy shall govern all departments and officials having control and authority over any Town bank account.

Upon the question of the foregoing Resolution, the following Town Board Members voted “Aye” or “Nay” for said Resolution:

Roll Call Vote:

Councilmember Susan Tipograph	___
Councilmember Norman Rasmussen	___
Councilmember Deborah Gordon	___
Councilmember John Trainor	___
Supervisor Tistrya Houghtling	___

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: December 12, 2023

Marcie Robertson
Town Clerk
Town of New Lebanon