# Town of New Lebanon

**Resolution # 15, 2023**

**Adoption of Town of New Lebanon Bank Reconciliation Policy**

**FEBRUARY 14, 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 14th day of February, 2023, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Gordon

***ADOPTION OF 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 reconciliations of those accounts over which such departments and officials have control or authority;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of New Lebanon hereby approves and adopts 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, except the Town Justice Court.

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

Roll Call Vote:

 Councilmember Marianna Anthonisen Absent

 Councilmember Britt Buckenroth Aye

 Councilmember Deborah Gordon Aye

 Councilmember John Trainor Aye

 Supervisor Tistrya Houghtling Aye

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: February 14, 2023

Marcie Robertson

Town Clerk

Town of New Lebanon