# Town of New Lebanon

**Resolution #18, 2023**

**Adoption of Town of New Lebanon Petty Cash Policy**

**April 11, 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 11th day of April, 2023, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Trainor

***ADOPTION OF PETTY CASH POLICY***

WHEREAS, the Town Board of the Town of New Lebanon deems it to be in the public interest to ensure that appropriate internal controls be implemented in connection with the establishment, use, and accountability of petty cash funds;

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

BE IT FURTHER RESOLVED, that the Town of New Lebanon Petty Cash Policy shall govern all employees and officials of the Town of New Lebanon.

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

Roll Call Vote:

Councilmember Norman Rasmussen Aye

Councilmember Deborah Gordon Aye

Supervisor Tistrya Houghtling Aye

Councilmember John Trainor Aye

Councilmember Marianna Anthonisen 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: April 11, 2023

Marcie Robertson

Town Clerk

Town of New Lebanon