



## Finance Committee

Meeting Date: March 18, 2026

Bank & Bond Signatory Update

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<b>Department:</b>	Finance
<b>Presenter:</b>	Mattie Sue Stevens, Deputy Administrator
<b>Caption:</b>	Update authorized staff as signatories for bank accounts and bond-related communications.
<b>Background:</b>	<p>When authorized signatories leave the employment of Augusta-Richmond County, they are deleted from bank signature cards and removed from authorized signer designations with bondholders. In some instances, two signatures are required to complete transactions. We are requesting the following staff be added as authorized signatories:</p> <p>Tameka Allen, Administrator</p> <p>Martha (Mattie Sue) Stevens, Deputy Administrator</p> <p>Upon approval of this request, Augusta's authorized signatories would be:</p> <p>Tameka Allen, Administrator</p> <p>Martha (Mattie Sue) Stevens, Deputy Administrator</p> <p>Nancy He, Grants Compliance Manager</p> <p>Rachel McFatridge, Budget Manager</p> <p>Normal business practice is to have more than two authorized signatories on bank accounts that require two signatures, allowing for continuity and flexibility if one of the signatories is unavailable.</p>
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	Update authorized staff as signatories for bank accounts and bond-related communications.
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A