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TO: Board of Trustees

FROM: Michelle DeLancey, Director of Accounting & HR

DATE: March 27, 2024

AGENDA ITEM TOPIC: ACH and EFT Policy

Number of Supporting Documents: **01**

Requested Action

- Motion to approve the adoption of and resolution for the *Automated Clearing House (ACH) Arrangements and Electronic Funds Transfer (EFT) Policy*, and to place the policy in the Administrative Policies and Procedures Manual as section 4.15

Background

The Accounting department strives to streamline processes, minimize waste and inefficiencies. In continuing the process, we would like to implement an *Automated Clearing House (ACH) Arrangements and Electronic Funds Transfer (EFT) Policy*. The policy has been reviewed and approved by our attorney.