



Board Action Required ☒

No Action Required ☐

Date: October 22, 2015

To: CISD Board of Trustees

From: Kelly Penny

CC: Dr. Mike Waldrip, Sid Grant

RE: Additional Authorized Representative for Investment Pools

Currently two investment pools require Board approval to add authorized representatives to perform cash deposits and withdrawals. Staff is requesting the addition of our Staff Accountant, Kathy Vint, to assist in daily cash operations. All internal controls will remain in place. This authorization will only allow for transfers into and out of the designated investment pools into Operating, Food Service and Debt Service Funds. Any other requested transaction would require multiple user approvals. This will also provide an additional user as back-up and enhances our internal cross-training of duties. Kathy Vint has already completed the required investment officer training as set forth by the Public Funds Investment Act.

Recommendation: Administration recommends the two attached resolutions (TexPool and First Public-Lone Star) are approved as presented.