Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970227-B10  
Authorization to Close Wells Fargo Bank Account No. 0006-037667 called San Francisco Community College District Revolving Fund.

President and Members:

On January 10, 1981, Resolution No. 810110-B3 was adopted by the Board of Trustees authorizing the District to establish a Wells Fargo checking account for the purpose of making small payments to vendors and for reimbursing employees for travel, petty cash and mileage expenses. Bank account No. 0006-037667 was established in accordance with this resolution.

Since August 1995, the district has been issuing its own checks through the Banner Finance system. The checks are drawn against the Wells Fargo Bank commercial revolving fund, account No. 4043-116763. This account is used to pay all vendors, as well as employees for reimbursement of travel, petty cash and mileage expenses. Therefore, as the need to use a separate account for employee reimbursement has ended, the Wells Fargo account established under Resolution 810110-B3 should be closed.

The following resolution is recommended for adoption:

WHEREAS: The Board of Trustees by Resolution No. 810110-B3 authorized the establishment of Wells Fargo Bank account No. 0006-037667 for the purpose of making minor payments to vendors and for reimbursing employees for travel, petty cash and mileage expenses;

WHEREAS: The District issues all vendor and employee reimbursement checks through Banner Finance, eliminating the need for a separate bank account.

THEREFORE BE IT RESOLVED: That District Administration is authorized close Wells Fargo Bank account No.0006-037667 called San Francisco Community College District Revolving Fund;
FURTHER BE IT RESOLVED: That the Chancellor Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix