



**A policy of the
Muskegon Railroad Historical Society
Regulating
Financial Accounts**

Enacted this September 19, 2006, the MRHS Board of Directors enact the following policy regulating the financial accounts of the MRHS.

Financial accounts held by the MRHS shall be subject to the following regulations

1. All accounts must be held at a bank, credit union or financial institution which allows membership and accounts to be held by the MRHS.
2. The Board of Directors shall determine the financial institutions to be utilized.
3. Authorized users of all MRHS accounts shall be limited to:
 - a. MRHS President
 - b. MRHS Treasurer
 - c. Up to two (2) additional members of the MRHS Board of Directors
4. A new signature card must be approved at the first Board Meeting following the election.
5. Updating of authorized users for all financial accounts must occur no later than three (3) weeks following the approval of the signature card.
6. Financial accounts may be audited by direction of the Board of Directors at any time.
7. Records of all financial accounts must be maintained at the MRHS facility.
8. Shall a change of financial institution need to occur, the change must occur in a timely fashion such that the assets of the MRHS will not be at risk of penalty or additional fee.

Signatures:

President Thomas Anderson

Secretary Thomas Van Bruggen
