

MARIN COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 2024-13

Revised November 19, 2024

Revised January 21, 2025

WHEREAS, Board Policy 6150 states that the Board of Trustees will authorize and approve all authorized signatures, and

WHEREAS, authority to sign orders and other transactions on behalf of the Board is delegated to the Superintendent/President and other officers appointed by the Superintendent/President;

WHEREAS, the authorization to sign is based on the District's purchasing matrix as posted on the Fiscal Services Department website (attached);

WHEREAS, the authorization to sign enables the District to conduct normal business in a timely manner;

NOW, THEREFORE BE IT RESOLVED that signature authorization be approved for the individuals in the following positions for the 2024-2025 fiscal year;

Superintendent/President

All District Related Documents

Assistant Superintendent/Vice President
for Student Learning and Success

Academic Transactions
Academic Site/Clinical Agreements
Advancement Transactions
Associated Student Checks
Resignations
Other Documents As Assigned

Vice President of Finance
and Operations

Financial Transactions
Loan Requests/Tax Revenue Anticipation
Notes
Bond/Treasury Notes
Contracts, Agreements, Leases
Health and Welfare Benefits
Associated Student Checks
Signature Authority on behalf of
Superintendent/President
Advancement Transactions
Resignations
Other Documents As Assigned

Vice President of Human Resources

Labor Agreements
Tentative Agreements
Benefit Contracts

General Counsel

Labor Relations
Tentative Agreements
Legal and Litigation Documents
Contracts and Agreements with
Attorneys

Contracts and Agreements with
Investigators
Continued

Other Documents As Assigned

Director of Fiscal Services

Financial Transactions
Loan Requests/Tax Anticipation Notes
Bond/Treasury Notes
Signature Authority on behalf of
Vice President of Finance and Operations
Other Documents As Assigned

Assistant Director of Fiscal Services

Financial Transactions
Loan Requests/Tax Anticipation Notes
Bond/Treasury Notes
Signature Authority on behalf of
Director of Fiscal Services
Other Documents As Assigned

Director of Facilities Planning,
Maintenance and Operations

Facilities and Building Related
Contracts
Other Documents As Assigned

Director of Information Technology

Software and Hardware Related
Contracts
Other Documents As Assigned

Director of Community Programs

Facility Rental Contracts
Faculty Assignment Sheets
Other Documents As Assigned

Dean of Enrollment Services

Financial Aid Transactions
Associated Student Checks

Buyer

Purchase Orders

The foregoing Resolution was adopted upon motion of Trustee ___WANDEN TREANOR___
seconded by Trustee __DIANA CONTI_____, at a regular meeting on this 21st day of January,
2025, by the following vote:

AYES: 6

NOES: 0

ABSENT: 1

ABSTAIN: 0

STATE OF CALIFORNIA)
)
COUNTY OF MARIN)

I, Jonathan Eldridge, Superintendent/President of the Marin Community College District of Marin County, California, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by said Board at a regular meeting thereof, held at its regular place of meeting at the time and by the vote above stated.


Jonathan Eldridge (Jan 23, 2025 12:59 PST)

Secretary to the Board of Trustees

ResolutionNo2024-13SignatureAuthorizationsRevisedv2_signed

Final Audit Report

2025-01-23

Created:	2025-01-23
By:	Micol Benet (mabenet@marin.edu)
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-  Document created by Micol Benet (mabenet@marin.edu)
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-  Document emailed to Jonathan Eldridge (JEldridge@marin.edu) for signature
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-  Document e-signed by Jonathan Eldridge (JEldridge@marin.edu)
Signature Date: 2025-01-23 - 8:59:49 PM GMT - Time Source: server- IP address: 104.28.123.181
-  Agreement completed.
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