



## Annual Approvals 2018-2019

### June 20, 2018

#### Consent Agenda

##### Summary:

At the June Board meeting each year, it is recommended that the College Board identify and/or authorize a number of housekeeping items. Some of the following are required by Oregon State Statute, and those statutes have been identified. The College administration recommends that the following organizational list be approved for College operations for 2018-2019.

- Appoint the College President, Birgitte Ryslinge, as the Oregon Coast Community College's **District Clerk** [ORS 332.515].
- Appoint the College President, Birgitte Ryslinge, as the **College Budget Officer** [ORS 294.331].
- Designate Miller Nash Graham & Dunn LLP and Macpherson, Gintner & Diaz, as the College's **legal counsel**.
- Designate Brown & Brown Northwest as the College's **Insurance Company of Record**.
- Designate all banking institutions and the county custodial officer as defined by ORS 294.004(2) located within the College District as **authorized custodians** of College funds. In addition, designate the state local government investment pool as authorized custodian of College funds.
- Appoint Birgitte Ryslinge (College President), Robin Gintner (College Chief Financial Officer) and Cindy Carlson (Dean of Students) as **authorized signatories** for College funds. In addition, authorize the use of one facsimile signature (Birgitte) for College funds.
- Appoint Birgitte Ryslinge (College President) as **authorized signer** for the College grants and contracts.
- Designate the Board of Education as the college's **Local Public Contract Review Board** [ORS 279.055 (2)].
- Appoint Pauly, Roger and Co., P.C. as the College's **auditors**.
- Adopt the 2018-2019 **Calendar** of Meetings for the Board of Education.
- Appoint Nancy Osterlund, Vice-Chair as the **OCCC Foundation Liaison**.
- Appoint Richard Emery as the **OCCA Representative**.