

PROPOSED

TOWN OF PLYMOUTH

TOWN BOARD RESOLUTION NO. 11 of 2025

DATED: January 13, 2025

CHECK SIGNING AUTHORITY

A RESOLUTION TO REMOVE KATHRYN CLEMENS FROM BANK AND FINANCIAL RECORDS

WHEREAS, Kathryn Clemens is no longer serving as a member of the Town of Plymouth Board; and

WHEREAS, it is necessary to update the Town's financial records and signing authorities to reflect current board membership;

NOW, THEREFORE, BE IT RESOLVED:

1. Kathryn Clemens shall be removed from any and all bank and financial records and statements associated with the Town of Plymouth, effective immediately.
 2. Kathryn Clemens shall be removed as the second signature on checks requiring endorsement by the Town of Plymouth Board, effective immediately.
 3. The Town Clerk is directed to notify all financial institutions where the Town holds accounts to implement this change and ensure that Mrs. Clemens' authority as a signatory is revoked.
 4. This resolution shall take effect immediately upon its adoption.
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BE IT FURTHER RESOLVED:

This resolution shall take effect immediately upon adoption.

Moved by:

Seconded by:

VOTE:

- Supervisor: Patricia Murray: [Aye/Nay]
- Council Member: Ray Elsworth: [Aye/Nay]
- Council Member: Brett Wightman: [Aye/Nay]
- Council Member: Rhonda Fairbanks: [Aye/Nay]
- Council Member: Timothy Manwarren: [Aye/Nay]

Resolution [Passed/Failed] on [Date].

Town Clerk Virginia Brown: _____

Seal