

## **Payments for Goods and Services**

The Board will audit and allow all just claims against the District, and no order will be drawn upon the treasury until the claim therefore has been audited and allowed. An audit made by one or more members of the Board as designated by the Board, and certified to the Board by such member or members of the Board, will satisfy the requirements of this section with respect to the audit of a claim.

By regulation, the Board of Directors may authorize the Board Secretary to issue payments when the Board is not in session. This may include payment of reasonable and necessary expenses, but only upon verified bills filed with the Board Secretary, and for the payment of salaries pursuant to the terms of a written contract. In the absence of the Board Secretary, the Board Treasurer may be authorized to issue payments. Each payment must be made payable only to the person performing the service or presenting the verified bill and must state the purpose for which the payment is issued. All bills and salaries for which payments are issued prior to Board approval, must be passed by the Board at the next regular meeting and will be entered in the regular minutes recorded by the Board Secretary.

At their discretion, the Board of Directors may authorize the use of a facsimile signature, containing the signature of the President and Secretary of the Board, to validate checks and/or warrants drawn in the name of the District.

Code of Iowa: Chapter 279.29  
Chapter 279.30

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