

**FHFC II, INC.**

*Action Supplement*

**I. FHFC II, INC.**

**A. In re: Resolution 2023-03, Signature Authority**

**1. Background:**

- a) During the ordinary course of business, situations arise wherein an authorized signature is needed by the Corporation on operational and financial documents. By a series of resolutions, the Board has previously delegated signature authority to the Executive Director, Chief Financial Officer, and Comptroller to execute these documents, and has designated certain additional Corporation staff as Assistant Secretaries of the Corporation for purposes of attesting signatures.

**2. Present Situation:**

- a) Draft Resolution 2023-03 ([Exhibit A](#)) reflects changes in corporate structure, specifically to allow the General Counsel and Chief Financial Officer to sign documents as necessary to ensure continuity of business operations during the interim period before a new Executive Director is hired.

**3. Recommendation:**

- a) Staff recommends that the Board adopt Resolution 2023-03, delegating signature authority and designating staff as described in the Resolution.