

DELEGATION/RESCISSION OF AUTHORITY

→ INSTRUCTIONS

- DETERMINE STATUTORY AUTHORITY
- DETERMINE POWERS AND/OR DUTIES
- COMPLETE FORM AND SIGN
- SUBMIT TO SECRETARY OF STATE
- SEND COPIES TO AFFECTED AGENCIES
- EXECUTE SEPARATE RESCINDING ORDER FOR PREVIOUS HOLDER OF THIS POSITION AND SUBMIT TO THE SECRETARY OF STATE

NAME OF DESIGNEE (INCLUDE TITLE)

Larry Margolis, Director of Administrative Services



DEPARTMENT (BUREAU, AGENCY, ETC.)

Minnesota Community College System
Inver Hills Community College

PERSON DELEGATING/RESCINDING (INCLUDE TITLE)

Greg Braxton-Brown
Chancellor

☒ I HEREBY DELEGATE THE FOLLOWING POWERS
AND/OR DUTIES TO THE ABOVE NAMED DESIGNEE,

EFFECTIVE: 11 21 94
Month Day Year

AUTHORITY CITED:

☐ PURSUANT TO: M.S. 15.06, Subd. 6

☐ PURSUANT TO: M.S. 16B.06, Subd. 2

☒ PURSUANT TO: M.S. 136.62, SUBD. 1

☐ SIGN PERSONNEL TRANSACTIONS

☐ SIGN PAYMENT BATCH COVER SHEETS

☐ SIGN PAYMENT TRANSACTIONS

☐ PICK UP PAYROLL WARRANTS

☐ SIGN PAYROLL ROSTERS

☐ SIGN PURCHASING DOCUMENTS

☐ EXECUTE CONTRACTS

☒ OTHER (EXPLAIN) All documents

pertaining to the function of the business office; add placement on Payroll forms

in the absence of the President

☐ I HEREBY RESCIND ALL PRIOR DELEGATIONS OF AUTHORITY ON FILE FOR THE ABOVE NAMED PERSON, EFFECTIVE:

Month Day Year

Greg Braxton-Brown
DELEGATING/RESCINDING AUTHORITY

SIGNATURES

Larry Margolis
DESIGNEE

→ THE SIGNATURE OF THE COMMISSIONER OF ADMINISTRATION IS REQUIRED ONLY IF THE DELEGATION IS PURSUANT TO M.S. 16.06B, SUBD. 2 (CONTRACTS)

→ RESERVED FOR USE BY THE SECRETARY OF STATE

SIGNATURE

APPROVED, COMMISSIONER OF ADMINISTRATION

Copies to: Secretary of State
Department of Finance
Department of Administration
Attorney General's Office
DOER
Legislative Auditor
Inver Hills Community College

SC-00193-02



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