

DATE: June 29, 2020
BULLETIN: 2020-KDCU-CUB-13
TO: Kansas Chartered Credit Unions
SUBJECT: Questions from the Road

QUESTIONS FROM THE ROAD

KDCU staff members often receive questions from credit union management for which the answers would benefit all Kansas credit unions. Below are some of those questions...

Q: With this COVID-19 mess, our Board of Directors is hesitant to hold an in-person annual meeting; can we conduct it virtually? Or just provide the annual report electronically and use mail-in ballots?

A: Yes. A credit union may use a software platform to conduct annual meetings (or board meetings) in a virtual format. Mail-in ballots may also be a possibility. Credit union boards and management should review their by-laws for meeting requirements, including notice deadlines.

KDCU has received this question from multiple credit unions. As with all questions, the devil is in the details. The details are in a credit union's by-laws. Appropriate notice must still be given to members. Exercise caution with the virtual approach as there should be no limit as to the number of members who may attend. If proceeding with an in-person meeting, be sure to review the size of the facility you are using, as well as county health guidelines.

Q: A local high school has a program for gifted students and has approached our credit union about job possibilities. Could we hire a 16-year-old student to assist with administrative tasks?

A: Depends. An individual under the age of 18 would not be able to sign a contract, e.g., a confidentiality agreement. Therefore, the individual would be forbidden from having access to any member information. It is also questionable as to whether this individual would be bondable. Any credit union should exercise extreme caution when hiring the type of individual described in this question.

Q: Our credit union has a small drive-thru teller area so only one cash drawer is used by all tellers handling transactions. We balance frequently through the day; is this procedure okay?

A: Utilizing this type of process is high risk. In the event of an offage, it leaves the credit union open to a he-said/she-said argument as to who caused the loss. Is there a deterrent in place, e.g., cameras directly aimed at the staff and cash drawer? KDCU would strongly recommend against utilizing this procedure.

NOTE: In accordance with Governor Laura Kelly's guidelines and the Ad Astra Plan, the KDCU Administrator continues to review the feasibility of commencing the on-site examination program. This is being done in coordination with the [NCUA](#).