



PROPOSED AGENDA ITEM

MEETING DATE: August 26, 2010

SUBJECT: VISA procurement card- Tiffany Neely

DESCRIPTION:

Policy 625-Procurement Cards authorize the use of procurement cards for permissible purchases and vendor payments according to the user agreement rules and practices.

The VISA Card to be issued to Tiffany Neely, RCTC Secretary- with a monthly spending limit of \$10,000 for the main purpose of purchasing supplies and textbooks

RECOMMENDATION:

Motion to approve issuing a VISA procurement card to Tiffany Neely, RCTC Secretary, with a \$10,000 monthly spending limit