



PROPOSED AGENDA ITEM

MEETING DATE: January 26, 2023

SUBJECT: Additional VISA limits through June 30, 2023

SUBMITTED BY: Jessica I. Garnica, Business Manager

DESCRIPTION: The AUT instructor requested an increase on his VISA limit through the remainder of the school year to continue to make minimal purchases with his card. This increase will not go over his budgeted amount.

RECOMMENDATION: Motion to increase the VISA purchasing levels to Mr. Myers for the remainder of the 2022-2023 school year by \$3,000.