




COMMITTEE TRANSMITTAL

**December 9, 2024**

**To:** Members of the Board of Directors  
**From:** Andrea West, Clerk of the Board   
**Subject:** Purchasing Cards, Internal Audit Report 25-505

Finance and Administration Committee Meeting of December 4, 2024

**Present:** Directors Federico, Harper, Klopfenstein, and Nguyen  
**Absent:** Directors Hennessey and Sarmiento

**Committee Vote**

This item was passed by the Members present.

**Committee Recommendation(s)**

Direct staff to implement one recommendation provided in Purchasing Cards, Internal Audit Report No. 25-505.