



Anna Dodridge [REDACTED]

SOAS SU Debit Card

14 messages

Anna Dodridge [REDACTED] 3 February 2020 at 13:32

To: Anabelle Basterrechea-Jones [REDACTED] Anirudh Srivathsan [REDACTED] Charlotte Paige Keely [REDACTED] Ciro Puig Bonet [REDACTED] Hasan Zakria [REDACTED] Hisham Parchment [REDACTED] Imogen Kropf [REDACTED] Inaki Arrizabalaga [REDACTED] Katherine Elizabeth Saunders [REDACTED] Malena Bastida Antich [REDACTED] Maysa [REDACTED] [REDACTED] Miriam Ines Amrani [REDACTED] Nare [REDACTED] [REDACTED] Nidah Kaiser [REDACTED] Omer Wasim [REDACTED] Oscar Ward [REDACTED] Paulien Sara Broens [REDACTED] Rachel Lindfield [REDACTED] Serena Nikita Coulson [REDACTED] Sohane Mousseid Yahya [REDACTED] talya scott [REDACTED] [REDACTED] Maxine Thomas-Asante [REDACTED] Peadar Connolley-Davey [REDACTED] Valeria Racu [REDACTED] Youssra Omer Farouk Elmagboul [REDACTED]

Hello,

I'd like to get a debit card for the SOAS SU bank account. At the moment anything which requires payment by card, for example any online transactions, have to be paid by an individual member of staff or an officer, and then reimbursed through a claim.

Thousands of pounds go through individual accounts in this way because we have no debit or credit card as a business.

This is not something we should obligate staff to do, and it is not good from a governance perspective, as it leaves us at risk of fraud.

It relies on us having enough personal cash flow, and on particular people being in the office at the time someone needs to pay for something.

As one of the terms & conditions of getting the debit card, you (the trustee board) need to approve the decision at a meeting.

What we can do is make that decision by email, and then ratify it at the next meeting.

Can you please respond to this email to let me know whether you

1. Approve
 2. Reject
- or
3. Abstain

from the decision to get a debit card for our SOAS SU account.

If you have any questions please reply all, so that if others have the same questions, or anyone else has views on your questions you can all see this.

If you'd like to see the full terms and conditions for the debit card you can [read them here](#).

Charges [information in full is here](#)

In order for this to be a legitimate decision you will need to be quorate, in line with our constitution. That means I need at least 5 responses, one of which needs to be a sabbatical officer.

The decision will be by simple majority (50%) and if you are split then the Chair (Maxine) has the deciding vote.

Please let me know by **Friday 7th February**.

Anna Dodridge
General Manager
 Pronouns: she/her

[REDACTED]
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