

Guideline A1.09: Appendix C: Expense Disclosure Report- For Board Members

This report includes all expenses for the period including those paid by expense reimbursement, paid directly through use of a procurement card and those billed to the College by vendors. Expenses are allowed while Managers are on travel status, having meetings over meal times and for professional development purposes. Hospitality is allowed when external parties are involved for the purpose of fundraising, image or business promotion. Meals are also provided to students on travel status and to employees as part of a recognition event.

Disclosure of Claims for the period
December 1, 2012 to January 31, 2013

Date Expense Occurred	Location	Purpose	Travel Method/ Description Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses	
			Travel Code/ Expense Amount	Recipient Code(s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount	
Brydon Ward – Board Chair											
Dec 5,6 &7	Edmonton	Board Annual Planning Meeting	PVM	\$197.80	S		\$11..00	\$305.04		Travel Stipend	\$100.00
Richard Coleman – 1st Deputy Chair											
Dec 5,6 &7	Edmonton	Board Annual Planning Meeting	PVM	\$94.60	S			\$305.04		Travel Stipend Incidentals	\$100.00 \$2.00
Jan 10	Lac La Biche	Regular Board Meeting	PVM	\$187.48	S					Travel Stipend	\$50.00
Jan 15	Edmonton	Campus Alberta Strategic Directions Committee Meeting	PVM	\$92.60	S					Travel Stipend Parking	\$50.00 \$20.00
Roy Ripkens – 2nd Deputy Chair											
Dec 5,6 &7	Edmonton	Board Annual Planning Meeting	PVM	\$219.30	S				\$70.00	Travel Stipend Parking	\$50.00 \$16.00
Jan 7	Lac La Biche	Finance/Facilities Board Standing Committee	PVM	\$111.80	S					Travel Stipend	\$50.00
Jan 10	Lac La Biche	Regular Board Meeting\	PVM	\$111.80	S					Travel Stipend	\$50.00
Darrell Younghans											
Nov 23	Lac La Biche	Board Appreciation Dinner	PVM	\$166.84	S					Travel Stipend	\$50.00
Dec 5,6 &7	Edmonton	Board Annual Planning Meeting	PVM	\$213.00	S			\$305.04		Travel Stipend	\$100.00
Jan 7	Lac La Biche	Finance/Facilities Board Standing Committee	PVM	\$163.40	S		\$19.00			Travel Stipend	\$50.00

