



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

July 1, 2016 to October 31, 2016

		Travel Method/ Description Code	Meals for travel, Hospitality & Working Session				Lodging		D: Other Expenses	
		A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV- Fuel for College Vehicle	<u>Meal Recipient Codes</u> S- Self GO – Government Official BA – Business or Industry Partner ST – Student CE - College Employee/ Board member also on travel status CER – College Employee recognition event FRA – Fundraising event attendees BOG – Other Board Members				PA – Private Accommodations		Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc	
Date Expense Occurred	Location	Purpose	Travel Code/ Expense Amount	Recipient Code(s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Ray Danyluk										
Sept 8, 2016	Lac La Biche	Regular Board Meeting	PVM	\$140.00					Stipend for travel	\$50
Oct 13, 2016	Lac La Biche	Special Board Meeting & Board Finance/Infrastructure/Risk Committee Meeting.	PVM	\$140.76					Stipend for travel	\$50
Oct 20, 2016	Lac La Biche	Regular Board Meeting	PVM	\$140.76					Stipend for travel	\$50
Gayle Desmeules										
July 11, 2016	Lac La Biche	Board HR Ad Hoc Committee Meeting. Teleconferenced into the meeting.								
July 14, 2016	Lac La Biche	Volunteered at the College's Golf Tournament	PVM	\$126.04					Stipend for travel	\$50
Aug 31, 2016	Cold Lake	Board HR Ad Hoc Committee Meeting	PVM	\$112.24					Stipend for travel Electronic Device	\$50 \$50
Sept 8 2016	Lac La Biche	Regular Board Meeting	PVM	\$126.04					Stipend for travel Electronic Device	\$50 \$50
Darren Pratch										
Sept 8, 2016	Lac La Biche	Regular Board Meeting	CV	\$50						
Oct 13, 2016	Lac La Biche	Special Board Meeting & Board Finance/Infrastructure/Risk Committee Meeting.	CV	\$69.37						
Oct 20, 2016	Lac La Biche	Regular Board Meeting	CV	\$27.91					Car wash	\$10

Roy Ripkens											
July 11, 2016	Lac La Biche	Board HR Ad Hoc Committee Meeting. Video conference into the meeting from Cold Lake.	PVM	\$46.00						Stipend for travel	\$50
Aug 31, 2016	Cold Lake	Board Ad-hoc Human Resource Committee Meeting	PVM	\$46.00						Stipend for travel	\$50
Sept 8, 2016	Lac La Biche	Regular Board Meeting	PVM	\$119.60						Stipend for travel Electronic Device	\$50 \$50
Oct 13, 2016	Lac La Biche	Special Board Meeting & Board Finance/Infrastructure/Risk Committee Meeting	PVM	\$119.60						Stipend for travel	\$50
Oct 20, 2016	Lac La Biche	Regular Board Meeting	PVM	\$119.60						Stipend for travel Electronic Device	\$50 \$50
Oct 21, 2016	Lac La Biche	Minister Advanced Education's Visit	PVM	\$119.60						Stipend for travel	\$50

Stan Delorme											
Sept 8, 2016	Lac La Biche	Regular Board Meeting	PVM	\$43.24						Stipend for travel	\$50
Oct 13, 2016	Lac La Biche	Special Board Meeting & Board Finance/Infrastructure/Risk Committee Meeting	PVM	\$43.24						Stipend for travel	\$50
Oct 20, 2016	Lac La Biche	Regular Board Meeting	PVM	\$43.24						Stipend for travel	\$50

Noble Brennan											
Sept 8 2016	Lac La Biche	Regular Board Meeting	PVM	\$135.24						Stipend for travel	\$50
Oct 20, 2016	Lac La Biche	Regular Board Meeting	PVM	\$135.24							