



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

This report includes all C 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

November 1, 2020 to December 31, 2020

Date Expense Occurred	Location	Purpose	Travel Method/ Description Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses	
			Travel Code/ Expense Amount	Expense Amount	Meal Recipient Codes	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV- Fuel for College Vehicle											
Meals for travel, Hospitality & Working Session <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											
Lodging PA – Private Accommodations											
D: Other Expenses Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc											
Randolph Benson											
Nov 17, 2020	On-line	System Review Roundtable Board Chair/Presidents Meeting								Stipend for Electronic	\$50
Dec 9, 2020	On-line	New Board Member Orientation & Board Chair/President Meetings								Stipend for Electronic	\$50
Brian Rudyk											
Dec 2, 2020	Lac La Biche	New Board Member Orientation Set up with College Staff	PVM	\$92.00						Stipend for Travel	\$50
Chris Best											
Nov 25, 2020	On-line	Regular Board Meeting								Stipend for Electronic	\$50
Vicki Schaeffer											
Nov 25, 2020	On-line	Regular Board Meeting								Stipend for Electronic	\$50
John Orr											
Nov 25, 2020	On-line	Regular Board Meeting								Stipend for Electronic	\$50
Pamela Cameron											
Nov 25, 2020	On-line	Regular Board Meeting								Stipend for Electronic	\$50

Ron Young											
Dec 2, 2020	Lac La Biche	New Board Member Orientation Set up with College Staff	PVM	\$138.00						Stipend for Electronic Stipend for Travel	\$50 \$50

Ruth Isley											
Dec 2, 2020	Lac La Biche	New Board Member Orientation Set up with College Staff	PVM	\$59.34						Stipend for Travel	\$50