



### Guideline A1.09: Appendix C: Expense Disclosure Report- For Executive

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 : March 1,2014 to April 30, 2014

Date Expense Occurred	Location	Purpose	Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - College Vehicle	Meals for Travel, Hospitality & Working Session <u>Meal Recipient Codes</u>			Lodging		D: Other Expenses		
				Recipient Code (s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount	
<b>Trent Keough, President and CEO</b>											
March 2-5, 2014	Florida	Innovation 2014 Conference	A	\$ 588.08	S	\$ 146.38				Conference	\$ 550.00
			CV	\$ 46.35				\$ 1,236.57		Per diem	\$ 48.00
										6 taxi trips	\$ 188.76
										baggage	\$ 27.69
										Airport Parking	\$ 210.19
10-Mar-04	Boyle	Boyle Steering Committee Meeting			S		\$ 19				
12-Mar-14	Boyle	Alberta Energy Corridor Industry Steakholder Showcase	CV	\$ 54.35							
18-Mar-14	St. Paul	Wolfensherger Canada Meeting	CV	\$ 58.33							
20-Mar-14	Lac La Biche	Fire at Lac La Biche Campus			S/CE	\$ 94.30					
25-Mar-14	Fort McMurray	Northern College MOA Signing	CV	\$ 106.53							
27-Mar-14	St. Paul	Tour Accident Site at St. Paul Campus	CV	\$ 62.03							
31-Mar-14	Edmonton	Meeting with Premier	CV	\$ 73.77		\$ 13.68					
25-Apr-14	Calgary	ARDN Conference - Valerable Populations	A	\$ 268.01	S	\$ 30.09	\$ 19	\$203.62		Per diem	\$ 8.00

										Taxi	\$ 66.10
29-Apr-14	Calgary	Industry Meeting	A	\$ 268.01	S/BOG	\$ 63.51				Per diem	\$ 8.00
			CV	\$ 73.02							
30-Apr-14	Calgary	Quarterly Board Chairs & Presidents Meeting	A	\$ 157.50			\$ 19	\$ 384.65		Taxi Airport Parking	\$ 10.00 \$ 61.70
		Flight Change	A	\$316.31							

**Mardere Birkill, Vice President Academics**

26-Mar-14	Edmonton	Meeting with NAIT regarding programming	PVM	\$ 94.60	S/CE	\$ 37.55	\$ 9				
4-Apr-14	Sherwood Park	ACP Meeting	PVM	\$ 189.20	S/CE	\$ 37.55	\$ 28	\$ 176.57			
23-Apr-14	Lac La Biche	CMA Retreat			S/CE/BA	\$ 140.25					

**Tracy Boyde, Vice President Infrastructure and Technology**

19-Mar-14	Bonnyville	Meeting with Bonnyville C2 Centre	CV	23.99						Car Wash	\$ 10.00
21-Mar-14	Lac La Biche	Emergency Planning Breakfast Meeting			S/CE	\$ 63.83					

**Dale Mountain, Chief Financial Officer**

April 24 & 25, 2014	Edmonton	AUPE Mediation	CV	\$ 54.60	S	\$ 10.90		\$ 333.72		Car Wash	\$12
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**Stuart Leitch, Director CiTi**

3-Mar-14	Edmonton	Met with MLA	PVM	155.66	S/CE	\$ 71.79					
12-Mar-14	Bonnyville	CiT meeting with Bonnyville staff	PVM	121.26							
14-Mar-14	Boyle	Meeting regarding Boyle Staff			S/CE/BA	\$ 52.34					

20-Mar-14	Boyle	Meeting regarding Stafe Start Program	PVM	\$ 55.04	S/CE/BA	\$ 84.60					
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**Carrie Froehler, Director Human Resources**

5-Mar-14	Lac La Biche	Human Resources Meeting			S/CE	\$ 64.62					
6-Mar-14	Lac La Biche	PD Committee Dinner Meeting			S/CE	\$ 90.75					
28-Mar-14	Lac La Biche	Faculty Association Meeting			S/CE	\$ 35.21					
April 24 & 25, 2014	Edmonton	AUPE Mediation	PVM	\$ 189.20	S/CE	\$ 238.98	\$ 19	\$ 425.18		2 x Taxi	\$20