



**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 : May 1, 2014 to June 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>										
06-May-14	Boyle	Community Boyle Steering Committee					\$19.00			
09-May-14	Grande Prairie	ARDN Workshop	A	\$ 500.06	S	12.37		202.99	Taxi	\$ 26.00
			CV	\$ 54.99					Airport Parking	\$ 30.00
10-May-14	St. Paul	Spring Gala	CV	\$71.90				\$151.55		
16-May-14	Boyle	Industry Meeting and Tour			S/BA/CE	\$ 98.00				
22-May-14	Cold Lake	Regional Staff Meeting	PVM	126.42	S/CE	\$ 177.60				
30-May-14	Calgary	Quarterly Board Chairs and Presidents Meeting	A	\$ 383.25						
03-Jun-14	Whitefish Lake	Whitefish Lake Community Advisory Meeting	CV	\$ 63.57						
09-Jun-14	Nisku	Council of Presidents Meeting	CV	\$ 47.50	S	\$ 10.49				

10-Jun-14	Saddle Lake	Saddle Lake Community Advisory Meeting	CV	\$ 60.00	S	\$ 16.68					
23-Jun-14	Edmonton	ARDN Meeting	PVM	\$ 197.80			\$ 9.00				
26-Jun-14	Edmonton	Council of Presidents Meeting	PVM	\$ 206.40			\$ 28.00			Parking	\$ 19.00

**Mardere Birkill, Vice President Academics**

23-May-14	Calgary	SCUP Conference	A	\$ 535.16	S	\$ 71.05		\$ 369.93		Airport Parking	\$ 94.06
			CV	\$ 110.98						Taxi	\$ 82.60
2-Jun-14	St. Paul	Duel Credit Meeting	PVM	\$ 129.00							
20-Jun-14	Edmonton	SAO Meeting	PVM	\$ 202.10	S	\$ 80.20	19	\$ 295.04		Parking	\$ 14.00
27/06/2014	Lac La Biche	Lunch meeting			S/CE	60.09					

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

Apr 30-May1/14	Calgary	North American Pipeline Integrity Forum	CV	\$ 106.00	S/CE	\$ 200.58		\$ 856.94		Car Wash	\$ 9.00
09-May-14	St. Paul	Spring Gala	CV	45.02	S	\$ 8.39				Car Wash	\$ 10.00
15-May-14	St. Paul	Regional Staff Meeting	CV	34.01	S/CE	\$ 60.94				Car Wash	\$ 10.00
May 25-26/14	Edmonton	Cobit Course	CV	63.01	S	\$ 36.62		\$ 706.09		Parking	\$ 4.00
										Car Wash	\$ 10.00
27-May-14	St. Paul	St. Paul Community Advisory Committee	CV	\$ 40.00						Car Wash	\$ 10.00
10-Jun-14	Edmonton	Unit 4 & Northern Colleges	CV	63				\$ 148.24		Parking	\$ 32.00
June 11-12/14	Edmonton	AAHEIT Meeting	CV	63.02				\$ 150.38		Parking	\$ 27.00
										Car Wash	\$ 10.00
11-Jun-14	Edmonton	Video Conference Review								Parking	\$ 7.00
16-Jun-14	Lac La Biche	Meeting with Delegates from Athabasca University			S/CE/BA	\$ 151.10					
20-Jun-14	Calgary	CARA Emergency Response Conference			S	\$ 11.64		\$ 212.19		Conference	\$ 105.00
										Parking	\$ 14.39

<b>Bev Moghrabi, Associate Vice-President Student Services/Registrar</b>											
May 21-22, 2014	Edmonton	Enrolment Reporting Session - Grant MacEwan	PVM	\$ 189.20			\$ 68.00	\$ 133.42		Taxi	\$ 10.00
May 25-27, 2-14	Banff	SSSO Conference	PVM	\$ 534.07			\$ 68.00			Gate Entry	\$ 58.80

<b>Dale Mountain, Chief Financial Officer</b>											
May 22-23,2014	Calgary	SACO Meeting	PVM	\$ 474.72				\$ 178.51			
5-Jun-14	Banff	Senior Buisness Officers Meeting	CV	\$ 193.75				\$ 260.35		Gate Entry	\$ 9.80
June 9 -11, 2014	Vancouver BC	Foundation, Endowment & Not For Profit	A	\$ 392.96	S	\$ 18.76		\$ 626.76		Taxi	\$ 42.70
										Airport Parking	\$ 38.67
25-Jun-14		CGA Professional Membership Dues								Membership	\$ 759.94

<b>Stuart Leitch, Director CiTi</b>											
29-May-14	Bonnyville	Electrician and Con Ed Meeting	CV	23.47							
29-May-14	Lac La Biche	Change it up Trades Meeting			S/BA	\$ 38.16					
09-Jun-14	Calgary	Canadian Council of the America's - Alberta Meeting	A	\$ 448.61		\$ 12.37				Membership	\$ 78.75
										Taxi	\$ 85.00
10-Jun-14	Lac La Biche	Community Advisory Meeting			S	\$ 10.28					

<b>Carrie Froehler, Director Human Resources</b>											
2-May-14	St. Paul & Cold Lake	St. Paul and Cold Lake Staff Meeting	PVM	117.82	S/CE	\$ 56.23					
21-May-14	Edmonton	Pension Workshop	RC	\$ 153.07	S/CE	\$ 48.92	\$ 38.00	\$ 178.08			
May 28-31, 2104	Banff	Human Resource Officers Meeting	RC	\$ 434.26			\$ 106.00	\$ 262.38			
June9-10, 2014	Edmonton	Agresso Unit 4 Meeting	RC	\$ 313.91	S/CE	\$ 47.10	\$ 19.00	\$ 137.34			
11-Jun-14	Cold Lake	Cold Lake Staff Meeting	RC	\$ 31.93							
June 19-20, 2014	Edmonton	Stakeholder Pension Meeting	PVM	\$ 189.20			\$ 39.00	\$ 159.12		Taxi	\$ 30.00