

## 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

June 1, 2013 to June 30, 2013

		Travel Method/							
		Pescription Code  A - Airfare  RC - Rental Charges  PVM - Personal Vehicle  Mileage	Meals for travel, Hospitality & Working Session  Meal Recipient Codes 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	
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
leman									
Lac La Biche	Regular Board Meeting	PVM \$187.48						Stipend for travel	\$50
Lac La Biche	Human Resource Adhoc Board Meeting	PVM \$187.48	S		11.00			Stipend for travel	\$50
ne									
Lac La Biche	Regular Board Meeting	PVM \$40.42						Stipend for travel	\$50
rey									
Lac La Biche	HR Board Adhoc Committee	PVM \$127.28						Stipend for travel	\$50
Lac La Biche	Regular Board Meeting	PVM \$40.42						Stipend for travel	\$50
rt									
Lac La Biche	Regular Board Meeting							Stipend for electronic device	\$50
ıs									
Cold Lake	Enterprise Risk and ITM Board Standing Committee Meeting	PVM \$43.00							
Lac La Biche	Regular Board Meeting	PVM \$111.80						Stipend for travel & electronic device	\$100
Lac La Biche	HR Board Adhoc Committee	PVM \$111.80						Stipend for travel	\$50
	eman ac La Biche ac La Biche ac La Biche ey ac La Biche	eman  ac La Biche Regular Board Meeting  ac La Biche Human Resource Adhoc Board Meeting  ee  ac La Biche Regular Board Meeting  ey  ac La Biche HR Board Adhoc Committee  ac La Biche Regular Board Meeting  t  ac La Biche Regular Board Meeting  committee Regular Board Meeting  ac La Biche Regular Board Meeting  Regular Board Meeting  committee Regular Board Meeting  ac La Biche Regular Board Meeting  Regular Board Meeting  ac La Biche Regular Board Meeting	Cocation   Purpose   PvM   Personal Vehicle	RC - Rental Charges PVM - Personal Vehicle Mileage struss ST - Student Co-Govern B-R - Busines ST - Student Code (Steepaster BGG - Online BGG - Onli	RC - Rental Charges PVM - Personal Vehicle Mileage  RC - Rental Charges PVM - Personal Vehicle Mileage  RC - Rental Charges PVM - Personal Vehicle Mileage  RC - Rental Charges PVM - Personal Vehicle RC - Gollege Employeer Board member a status CER - College Employeer Rocognition even FRA - Fundraising event attendoes BOG - Other Board Meeting  Recplent Meal Receipts Code(s) (see above)  Meal Receipts Recplent Meal Receipts Meal Receipts Code(s) (see above)  Meal Receipts Meal Receipts Meal Receipts Code(s) (see above)  Meal Receipts Meal Rece	RC- Rental Charges PVM - Personal Vehicle Mileage PVM - Personal Vehicle PVM - Business of industry Pariner PVM - Purpose   Travel Code: Expense Amount   PRA - Fundassing event attendees PVM - Formatissing event attendees PVM - Fundassing PVM - Fundassing PVM - Fundassing event attendees PVM - Fundassing	PVM Personal Velicies   PVM	RC - Rental Charges PVM - Personal Vehicle Colorent Frontier Official Colorent Frontier Chical Chica	RC - Rental Charges PVH - Paraporal Official FVH - Paraporal Official F

Danny Smaiel											
June 20,2013	June 20,2013	June 20,2013	June 20,2 013	June 20,2013	June 20,2013	June 20,2013	June 20,2013				
Darrell Younghans											
June 20, 2013	Lac La Biche	Regular Board Meeting	PVM	\$166.84						Stipend for travel	\$50