

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

January 1, 2014 to February 28, 2014

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
			A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage	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			PA – Private Accommodations		Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc		

Ray Danyluk											
Jan 9, 2014	Lac La Biche	Standing Committee Meeting	PVM	\$132			\$30				
Jan 13, 2014	Cold Lake	Tour Cold Lake, Frog Lake and Bonnyville Campuses	PVM	\$147							
Jan 16, 2014	Edmonton	Board Chair's Quarterly meeting	PVM	\$203			\$28		\$35	Incidentals	\$8
Jan 17, 2014	Boyle	Tour Boyle Site	PVM	\$186							
Jan 23, 2014	Lac La Biche	Regular Board Meeting	PVM	\$132						Stipend for travel	\$50
Jan 24, 2014	Boyle	Minister & Community Meeting Boyle Site	PVM	\$228			\$19			Stipend for travel	\$50
Feb 6, 2014	St. Paul	St. Paul Campus tour with Minister	PVM	\$30						Stipend for travel	\$50
Feb 26, 2014	Lac La Biche	Teleconference Meeting with Consultant	PVM	\$132						Stipend for travel	\$50

Roy Ripkens											
Jan 9, 2014	Lac La Biche	Standing Committee Meeting	PVM	\$111.80						Stipend for travel	\$50
Jan 23, 2014	Lac La Biche	Regular Board Meeting	PVM	\$111.80						Stipend for travel & electronic device	\$100

Darryl Shott											
Jan 23, 2014	Lac La Biche	Regular Board Meeting	PVM	\$43						Stipend for travel	\$50

Darrell Younghans											
Jan 9, 2014	Lac La Biche	Standing Committee Meeting	PVM	\$30.96						Stipend for travel	\$50
Jan 23, 2014	Lac La Biche	Regular Board Meeting	PVM	\$30.96						Stipend for travel	\$50
Jan 24, 2014	Boyle	Toured Boyle, Saddle Lake, St. Paul	PVM	36.12						Stipend for travel	\$50