

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

May 1, 2015 to June 30, 2015

			Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV- Fuel for College Vehicle	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	
Date Expense Occurred	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
Ray Dany	luk									
May 6, 2015	Cold Lake	NLSD Strategic Planning Session	PVM \$50.50						Stipend for travel	\$50
May 7, 2015	Lac La Biche	Planning/Academic/Student Services Sub- Committee meeting – VC'ed from St. Paul	PVM \$2							
May 8, 2015	St. Paul	Spring Gala St. Paul – College Event	PVM \$2							
May 20, 2015	Cold Lake	HR Adhoc Sub-Committee Meeting	PVM \$50.50						Stipend for travel	\$50
June 10, 2015	Cold Lake	HR Adhoc Sub-Committee Meeting	PVM \$50.50		\$27.70				Stipend for travel	
June 11, 2015	Lac La Biche	Regular Board Meeting	PVM \$113.5	3					Stipend for travel	\$50
Gayle Des	smeules									
May 7, 2015	Lac La Biche	Planning/Academic/Student Services Sub- Committee meeting – VC'ed from St. Paul								
May 14, 2015	Lac La Biche	Regular Board Meeting	PVM \$117.82	2					Stipend for travel	\$50
Roy Ripk	ens									
May 14, 2015	Lac La Biche	Regular Board Meeting	PVM \$111.80						Stipend for travel Electronic Device	\$50 \$50
May 20, 2015	Cold Lake	HR Adhoc Sub-Committee Meeting	PVM \$45.13	j					Stipend for travel	\$50
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June 10,	Cold Lake	HR Adhoc Sub-Committee Meeting	PVM	\$40.85				Stipend for travel	\$50
2015								Electronic Device	\$50
June	Lac La Biche	Regular Board Meeting	PVM	\$111.80				Stipend for travel	\$50
11,2015									
Darren Pi	ratch								
May 14,	Lac La Biche	Regular Board Meeting	PVM	\$118.68				Stipend for travel	\$50
2015									
Darryl Sh	nott								
_		Decele Decel Medica	PVM	\$43.00				Stimond for traval	\$50
June 11, 2015	Lac La Biche	Regular Board Meeting	PVIVI	\$43.00				Stipend for travel	\$30
Darrell Y	ounghans								
June 11,	Lac La Biche	Regular Board Meeting	PVM	\$171.14				Stipend for travel	\$50
2015		-							
Meghan H	Eigler								
May 14,	Lac La Biche	Regular Board Meeting	PVM	\$125.56				Stipend for travel	\$50
2015									
June 11,	Lac La Biche	Regular Board Meeting	PVM	\$125.56				Stipend for travel	\$50
2015		-							
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