

Guideline A1.09: Appendix C: Expense Disclosure Report- For Board Members

This report includes all C 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

July 1, 2017 to October 31, 2017

Date Expense Occurred	Location	Purpose	Travel Method/ Description Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses												
			A - Airfare	RC - Rental Charges	Meal Recipient Codes	Hotel Receipts	Allowances PA (see code above)	Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc	Amount													
			PVM - Personal Vehicle Mileage	CV- Fuel for College Vehicle	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										

Randolph Benson											
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	
Sept 21, 2017	Lac La Biche	Planning/Academic/Student Services Board Committee									Electronic Device \$50
Oct 12, 2017	Lac La Biche	HR Ad Hoc Committee Meeting & Finance/Infrastructure/Risk Board Committee									Electronic Device \$50
Oct 20, 2017	Goodfish Lake, Saddle Lake and St. Paul	New Member tour of College Campuses	PVM			\$120.06					Stipend for Travel \$50
Oct 29, 2017	Edmonton	Board Chairs Meeting with Minister of Advanced Education	PVM		S	\$199.72		\$28		\$35	Stipend for Travel \$50

Gayle Desmeules											
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	
Sept 14, 2017	Lac La Biche	Regular Board Meeting	PVM			\$137.08					Stipend for travel \$50
Oct 12, 2017	Lac La Biche	HR Ad Hoc Committee Meeting	PVM			\$137.08					Stipend for travel \$50

Roy Ripkens											
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	
Sept 14, 2017	Lac La Biche	Regular Board Meeting	PVM			\$119.60					Stipend for travel \$50 Electronic Device \$50
Oct 12, 2017	Lac La Biche	HR Ad Hoc Committee Meeting & Finance/Infrastructure/Risk Board Committee	PVM			\$119.60					Stipend for travel \$50 Electronic Device \$50
Oct 19, 2017	Lac La Biche	Regular Board Meeting.	PVM			\$119.60					Stipend for travel \$50

Donna Webster											
Oct 19, 2017	Boyle & Lac La Biche	New Member tour of College Campuses	PVM	\$60.99							
Oct 20, 2017	Goodfish Lake, Saddle Lake and St. Paul	New Member tour of College Campuses	PVM	\$106.80							

Darren Pratch											
Sept 14, 2017	Lac La Biche	Regular Board Meeting	CV	\$32.00							
Oct 12, 2017	Lac La Biche	Finance/Infrastructure/Risk Board Committee	CV	\$63.01							
Oct 19, 2017	Lac La Biche	Regular Board Meeting	PVM	\$115.00						Stipend for travel	\$50

Michelle, Wright											
Sept 14, 2017	Lac La Biche	Regular Board Meeting	PVM	\$92.00							
Oct 19, 2017	Lac La Biche	Regular Board Meeting	PVM	\$95.68							

Elizabeth Munroe											
Sept 14, 2017	Lac La Biche	Regular Board Meeting	PVM	\$57.04						Stipend for travel	\$50
Sept 21, 2017	Lac La Biche	Planning/Academic/Student Services Board Committee	PVM	\$53.36						Stipend for travel	\$50
Oct 12, 2017	Lac La Biche	HR Ad Hoc Committee Meeting	PVM	\$53.36						Stipend for travel	\$50
Oct 19, 2017	Boyle & Lac La Biche	New Member tour of College Campuses & Regular Board Meeting	PVM	\$53.36						Stipend for travel	\$50
Oct 20, 2017	Saddle Lake and St. Paul	New Member tour of College Campuses	PVM	\$159.62						Stipend for travel	\$50

Parrish Tung											
Sept 14, 2017	Lac La Biche	Regular Board Meeting.	PVM	\$161.00						Stipend for travel	\$50
Oct 12,	Lac La Biche	Finance/Infrastructure/Risk Board Committee	PVM	\$161.00						Stipend for travel	\$50

2017											
Oct 19, 2017	Boyle & Lac La Biche	New Member tour of College Campuses & Regular Board Meeting	PVM	\$211.60						Stipend for travel	\$50
Oct 20, 2017	Goodfish Lake, Saddle Lake and St. Paul	New Member tour of College Campuses	PVM	\$103.50						Stipend for travel	\$50

Lyla Allan											
Sept 14 2017	Lac La Biche	Regular Board Meeting	CV	\$34.13							
Oct 19, 2017	Lac La Biche	Regular Board Meeting	CV	\$30.00							