

**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**
**November 1, 2017 to December 31, 2017**

| Date Expense Occurred     | Location     | Purpose  | Travel Method/<br>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             |      |
| <b>Randolph Benson</b>    |              |  |                                    |                |   |               |                 |                |                                |                   |                    |      |
| Nov 16, 2017              | Lac La Biche | Public Board Member Orientation and Planning/Academic/Student Services Board Committee |                                    |                |   |               |                 |                |                                |                   | Electronic Device  | \$50 |
| Nov 29, 30 to Dec 1, 2017 | Edmonton     | Regular Board Meeting and Board Retreat – hotel and meals on corporate account         | PVM                                | \$197.80       |   |               |                 |                |                                |                   | Stipend for Travel | \$50 |
|                           |              |  |                                    |                |   |               |                 |                |                                |                   | Electronic Device  | \$50 |
| <b>Donna Webster</b>      |              |  |                                    |                |   |               |                 |                |                                |                   |                    |      |
| Nov 29, 2017              | Edmonton     | Regular Board Meeting  | PVM                                | \$101.20       |   |               |                 |                |                                |                   |                    |      |
| Nov 30 to Dec 1, 2017     | Edmonton     | Board Retreat – hotel and meals on corporate account                                   | PVM                                | \$101.20       |   |               |                 |                |                                |                   | Stipend for Travel | \$50 |
| <b>Darren Pratch</b>      |              |  |                                    |                |   |               |                 |                |                                |                   |                    |      |
| Nov 29, 30 to Dec 1, 2017 | Edmonton     | Regular Board Meeting and Board Retreat – hotel and meals on corporate account         | PVM                                | \$192.28       |   |               |                 |                |                                |                   | Stipend for Travel | \$50 |
| <b>Michelle, Wright</b>   |              |  |                                    |                |   |               |                 |                |                                |                   |                    |      |
| Nov 29, 30 to Dec 1, 2017 | Edmonton     | Regular Board Meeting and Board Retreat – hotel and meals on corporate account         | PVM                                | \$103.96       | S   | \$26.40       |                 |                |                                |                   |                    |      |

| <b>Elizabeth Munroe</b>         |          |   |     |          |  |  |  |  |  |                    |      |
|---------------------------------|----------|---|-----|----------|--|--|--|--|--|--------------------|------|
| Nov 29,<br>30 to Dec<br>1, 2017 | Edmonton | Regular Board Meeting and Board Retreat – hotel<br>and meals on corporate account | PVM | \$143.52 |  |  |  |  |  | Stipend for travel | \$50 |

| <b>Parrish Tung</b>             |                          |   |     |          |  |  |  |  |  |                    |      |
|---------------------------------|--------------------------|---|-----|----------|--|--|--|--|--|--------------------|------|
| Nov 3,<br>2017                  | Cold Lake &<br>Frog Lake | New Member tour of College Campuses   | PVM | \$50.60  |  |  |  |  |  | Stipend for travel | \$50 |
| Nov 29,<br>30 to Dec<br>1, 2017 | Edmonton                 | Regular Board Meeting and Board Retreat – hotel<br>and meals on corporate account | PVM | \$230.00 |  |  |  |  |  | Stipend for travel | \$50 |

| <b>Lyla Allan</b>               |          |   |     |          |  |  |  |  |  |  |  |
|---------------------------------|----------|---|-----|----------|--|--|--|--|--|--|--|
| Nov 29,<br>30 to Dec<br>1, 2017 | Edmonton | Regular Board Meeting and Board Retreat – hotel<br>and meals on corporate account | PVM | \$288.88 |  |  |  |  |  |  |  |

| <b>John Orr</b>                 |              |   |     |          |   |  |         |  |  |   |              |
|---------------------------------|--------------|---|-----|----------|---|--|---------|--|--|---|--------------|
| Nov 16,<br>2017                 | Lac La Biche | Public Board Member Orientation   | PVM | \$126.96 |   |  |         |  |  | Stipend for Travel                      | \$50         |
| Nov 29,<br>30 to Dec<br>1, 2017 | Edmonton     | Regular Board Meeting and Board Retreat – hotel<br>and meals on corporate account | PVM | \$243.80 | S |  | \$11.00 |  |  | Stipend for Travel<br>Electronic Device | \$50<br>\$50 |