



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

January 1, 2019 to February 28, 2019

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		S- Self					Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc	
			RC - Rental Charges		GO - Government Official						
			PVM - Personal Vehicle Mileage		BA - Business or Industry Partner						
			CV- Fuel for College Vehicle		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											
January 8, 2019	Lac La Biche	President Selection – First round of Interviews								Electronic Device	\$50
January 30, 2019	Lac La Biche	Board HR Committee & Presidential Candidate Luncheon			S/BOG	\$98.84					
January 31, 2019	Lac La Biche	Board HR Committee & Presidential Candidate Luncheon			S/BOG	\$93.74					
February 1, 2019	Lac La Biche	Board HR Committee & Presidential Candidate Luncheon			S/BOG	\$124.68					
February 14, 2019	St. Paul	Portage Market Ribbon Cutting and Regular Board Meeting	PVM	\$118.60						Stipend for Travel	\$50
										Stipend for Electronic	\$50

Michelle Wright											
January 8 & 9, 2019	Lac La Biche	President Selection – First round of Interviews	PVM	\$88.32	S	\$26.01			\$140.61		
January 10, 2019	Lac La Biche	Regular Board Meeting	PVM	\$88.32						Parking	\$15
January 30, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$108.56							
January 31-Feb 1, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$108.56				\$130.35			
February 14, 2019	St. Paul	Portage Market Ribbon Cutting and Regular Board Meeting	PVM	\$106.72							

Elizabeth Munroe											
January 17, 2019	Lac La Biche	Planning/Academic/Student Services Committee Meeting	PVM	\$57.04						Stipend for Travel Stipend for Electronic	\$50 \$50
January 30, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$57.04						Stipend for Travel	\$50
January 31, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$57.04						Stipend for Travel	\$50
February 14, 2019	St. Paul	Regular Board Meeting	PVM	\$162.00						Stipend for Travel Stipend for Electronic	\$50 \$50

Floyd Thompson											
January 8, 2019	Lac La Biche	President Selection – First round of Interviews	PVM	\$41.40						Stipend for Travel	\$50
January 9, 2019	Lac La Biche	President Selection – First round of Interviews	PVM	\$41.40						Stipend for Travel	\$50
January 10, 2019	Lac La Biche	Regular Board Meeting	PVM	\$41.40						Stipend for Travel	\$50
January 31, 2019	Lac La Biche	Board Interview	PVM	\$41.40						Stipend for Travel	\$50
February 1, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$41.40						Stipend for Travel	\$50
February 5, 2019	Lac La Biche	Presidential Selection Meeting	PVM	\$41.40							
February 14, 2019	St. Paul	Portage Market Ribbon Cutting and Regular Board Meeting	PVM	\$96.60						Stipend for Travel	\$50
February 22, 2019	Lac La Biche	Board HR Committee	PVM	\$41.40						Stipend for Travel	\$50

Vicki Schaeffer											
January 10, 2019	Lac La Biche	Regular Board Meeting	PVM	\$139.84						Electronic Device Stipend for Travel	\$50 \$50
January 30, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$133.03						Stipend for Travel	\$50
January	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$133.03						Stipend for Travel	\$50

31, 2019											
February 1, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$138.00						Stipend for Travel	\$50
February 14, 2019	St. Paul	Regular Board Meeting	PVM	\$137.08						Electronic Device Stipend for Travel	\$50 \$50

John Orr											
January 10, 2019	Lac La Biche	Regular Board Meeting	PVM	\$128.34						Electronic Device Stipend for Travel	\$50 \$50
January 17, 2019	Lac La Biche	Planning/Academic/Student Services Committee Meeting	PVM	\$128.34						Stipend for Travel	\$50
February 7, 2019	Lac La Biche	Finance/Infrastructure/Risk Committee Meeting	PVM	\$128.24						Stipend for Travel	\$50
February 14, 2019	St. Paul	Regular Board Meeting	PVM	\$64.40						Electronic Device Stipend for Travel	\$50 \$50

Doug Furgason											
January 10, 2019	Lac La Biche	Regular Board Meeting	CV	\$31.44							
January 30, 2019	Lac La Biche	President Candidate Forum & Board Interview	CV	\$28.00							
January 31, 2019	Lac La Biche	President Candidate Forum & Board Interview	CV	\$27.00							

Susan White											
January 10, 2019	Lac La Biche	Regular Board Meeting	PVM	\$143.52						Stipend for Travel	\$50
February 14, 2019	St. Paul	Regular Board Meeting	PVM	\$110.40						Stipend for Travel	\$50

Donna Webster											
February 14, 2019	St. Paul	Regular Board Meeting	PVM	\$118.68						Stipend for Travel	\$50

Lyla Allan											
January 30, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$69	S		\$19				
January 31, 2019	Lac La Biche	President Candidate Forum & Board Interview			S		\$19				
February 1, 2019	Lac La Biche	President Candidate Forum & Board Interview	PVM	\$69	S		\$19				