



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

May 1, 2020 to June 30, 2020

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
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											
Randolph Benson											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
Parrish Tung											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
Chris Best											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
Vicki Schaeffer											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50

John Orr											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50

Pamela Cameron											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50

Floyd Thompson											
June 4, 2020	Lac Lac Biche	HR Adhoc Sub-Committee Meeting	PVM	\$41.40						Stipend for Travel	\$50

Susan White											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50

Michelle Wright											
May 14, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50
June 11, 2020	MS Teams	Regular Board Meeting								Electronic Device	\$50

Ted Langford											
May 20, 2020	Athabasca	Northern College's Meeting	PVM	\$92.00						Stipend for Travel	\$50