

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

March 1, 2021 to April 30, 2021

		Disclosure of Claims for the period		March 1, 2021 to April 30, 2021								
				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	Trave	el Code/ Expense Amount	Recipient Code(s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount	
Randolph	Benson											
Mar 3, 2021	On-line	Meeting with Board Chair & President								Stipend for Electronic	\$50	
April 1, 2021	On-line	Meeting with Board Chair & President								Stipend for Electronic	\$50	
Floyd Tho	ompson											
Mar 4 & 11 2021	On-line	Board HR Adhoc Meeting & Board Meeting								Stipend for Electronic	\$50	
Chris Bes	t											
Mar 11, 2021	On-line	Regular Board Meeting								Stipend for Electronic	\$50	
Vicki Sch	aeffer											
Mar 11, 2021	On-line	Regular Board Meeting								Stipend for Electronic	\$50	
Susan Wh	nite											
April 8, 2021	On-line	Regular Board Meeting								Stipend for Electronic	\$50	
Pamela C	ameron											
Mar 11, 2021	On-line	Regular Board Meeting								Stipend for Electronic	\$50	
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