

Guideline F.2.8 : Appendix D: Expense Disclosure Report- For Executive

This report includes all expenses 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. Meal receipt reimbursement is allowed for Hospitality & Working Sessions.

Disclosure of Claims for the period: Sept. 1, 2023 to Oct. 31, 2023 Expense Disclosure Report

| | | | | thod/ Discription Code Il Charges sonal Vehicle Mileage ge 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 | Trav | el Code/ Expense Amount | Recipient Code (s) (see above) | Meal Recei Only for Hos & Workin Sessions | ing | Hotel Receipts Allowances PA (see codi above) | | Describe Other | A | mount | |
| Nancy Broadbent | • • | | | | | | - | | | | • | | |
| Sept. 7-8, 2023 | Edmonton | Meeting with Council of AB Superintendents | PVM | \$ 196.88 | s | \$ 9 | 20 | \$ | 170.85 | | | | |
| Sept. 12, 2023 | Cold Lake | Cold Lake First Nation BBQ/Meeting | CV | \$ 87.05 | | | | | | | | | |
| Sept. 14-15, 2023 | Cold Lake | Climate Committee Meeting & Staff Welcome Back Day | CV | \$ 104.53 | s | | | \$ | 173.12 | | Car Wash | \$ | 16.00 |
| Sept. 20-21, 2023 | Edmonton | RDN Retreat | CV | \$ 72.69 | s | | | \$ | 278.44 | | | | |
| Sept. 26, 2023 | Bonnyville | REIP Meeeting | CV | \$ 74.62 | | | | | | | | | |
| Sept. 28, 2023 | Edmonton | Advocacy Day at Norguest | cv | | | | | | | | Parking | \$ | 12.35 |
| Oct. 2, 2023 | Lac La Biche | Minister Sawhney/BOG/EC Meeting | | | S/GO/BOG/ST/CE | \$ 36 | 78 | | | | Ŭ | | |
| Oct. 3, 2023 | Edmonton | Advocacy Day at Norquest | cv | \$ 122.65 | | | | | | | Car Wash | Ś | 16.00 |
| Oct. 3, 3023 | Cold Lake | Power Up North Conference | cv | \$ 101.18 | | | | Ś | 303.60 | | | | |
| Oct. 4, 2023 | Edmonton | Deposit on Rooms for Board Retreat | | | CE/BOG | | | \$ | 2,153.60 | | | | |
| Oct. 18, 2023 | Cold Lake | Business of the Year Award | | | | | | \$ | 186.36 | | | | |
| Oct. 24, 2023 | St. Paul | St. Paul Canadiens Hall of Fame event | CV | \$ 66.31 | | | | | | | | | |
| Carrie Froehler | | · | | | | | | | | | • | | |
| Sept. 6, 2023 | Kikino | Kikino Community BBQ | CV | \$ 1,300.00 | s | | | | | | Car Wash | \$ | 12.00 |
| Sept. 7, 2023 | Buffalo Lake | Buffalo Lake Community BBQ | CV | \$ 19.00 | S | | | | | | Car Wash | \$ | 12.00 |
| Sept. 13, 2023 | Cold Lake | Welcome Back Day set-up | CV | \$ 65.92 | | | | | | | | | |
| Sept. 15, 2023 | Cold Lake | Welcome Back Day | CV | \$ 64.54 | S/CE | | | \$ | 269.22 | | Car Wash | \$ | 12.00 |
| Sept. 20, 2023 | Goodfish | Goodfish Community BBQ | CV | \$ 32.00 | | | | | | | Car Wash | \$ | 12.00 |
| Oct. 3, 2023 | Cold Lake | Power Up North Conference | CV | \$ 45.04 | | | | \$ | 259.90 | | Car Wash | \$ | 12.00 |
| Oct. 11, 2023 | Beaver Lake First Nation | Beaver Lake Community BBQ | CV | \$ 13.01 | | | | | | | Car Wash | \$ | 12.00 |
| Oct. 18, 2023 | Frog Lake | Frog Lake Community BBQ | CV | \$ 49.01 | | | | | | | Car Wash | \$ | 12.00 |
| Oct. 25, 2023 | St. Paul | Meetings | CV | \$ 30.79 | | | | | | | | | |
| Donna Feledichuk | | 1 | | | | 1 | | - | | 1 | | - | |
| Sept. 4, 2023 | Edmonton | Pick up Artist in Residence | CV | \$ 76.33 | | | | | | | Parking | \$ | 4.50 |
| Sept. 5, 2023 | Lac La Biche | Meeting with U of C Architects | | | S/CE/BA | \$ 143 | 25 | | | | | | |
| Sept. 14, 2023 | Cold Lake | Climate Committee Meeting | CV | \$ 32.28 | | | | | | | | - | |
| Sept. 24-25, 2023 | Calgary | CIOT Site Visit | CV | | S | \$ 83 | | + | | | Parking | \$ | 17.85 |
| Sept. 26-28, 2023 | Calgary/Edmonton | Internation Education Symposium & Meeting Edmonton | CV | \$ 62.43 | S/CE | \$ 71 | 50 | \$ | 1,264.38 | | Parking | \$ | 33.00 |
| Sept. 28, 2023 | Lac La Biche | Return from Symposium | CV | \$ 55.01 | | L | | <u> </u> | | | Car Wash | \$ | 18.00 |
| Cynthia Quintal | | | | | 1 | | | 1 | | 1 | [| 1 | |
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