

Guideline A1.09: Appendix C: Expense Disclosure Report- For Board Members

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.

Disclosure of Claims for the period

March 1, 2017 to April 30, 2017

| | Disclosure of Claims for the period | March 1, 2017 to April 30, 2017 | | | | | | | | |
|--------------|--|--|--|---|--|--|--|--|---|--|
| | | 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 | | |
| Location | Purpose | Travel Code/ Expense Amount | Recipient Code(s) (see above) | Meal Receipts | Meal Allowances | Hotel Receipts | Allowances PA (see code above) | Describe Other | Amount | |
| smeules | | | | | | | | | | |
| Lac La Biche | HR Ad Hoc Committee Meeting. | PVM \$135.24 | | | | | | Electronic Device | \$50 | |
| ens | | | | | | | | | | |
| Lac La Biche | Finance/Infrastructure/Risk Committee Meeting and HR Ad Hoc Committee Meeting. | PVM \$119.60 | | | | | | Stipend for travel Electronic Device | \$50 \$50 | |
| Edmonton | Alberta Rural Education Symposium | PVM \$249.78 | S | | \$39 | | \$70 | Stipend for travel | \$50 | |
| Lac La Biche | Regular Board Meeting. | PVM \$119.60 | | | | | | Stipend for travel | \$50 | |
| Edmonton | AE Minister Meeting with Board Chairs | PVM \$240.10 | S | | \$29 | | \$35 | Stipend for travel | \$50 | |
| Lac La Biche | College's Sports & Education Dinner | PVM \$119.60 | | | | | | Stipend for travel | \$50 | |
| Lac La Biche | Finance/Infrastructure/Risk Committee Meeting | PVM \$119.60 | | | | | | Stipend for travel | \$50 | |
| Edmonton | ABC Review Discussion with Minister's Office and Portage College | PVM \$234.60 | S | | \$30 | | \$35 | Stipend for travel Electronic Devise | \$50 \$50 | |
| orme | | | | | | | | | | |
| | Regular Board Meeting. | PVM \$43.24 | | | | | | Stipend for travel | \$50 | |
| Lac La Biche | Regular Board Meeting | PVM \$43.24 | | | | | | Stipend for travel | \$50 | |
| | Edmonton Lac La Biche Lac La Biche Lac La Biche Edmonton | Emeules Lac La Biche HR Ad Hoc Committee Meeting. Lac La Biche Finance/Infrastructure/Risk Committee Meeting and HR Ad Hoc Committee Meeting. Edmonton Alberta Rural Education Symposium Lac La Biche Regular Board Meeting. Edmonton AE Minister Meeting with Board Chairs Lac La Biche College's Sports & Education Dinner Lac La Biche Finance/Infrastructure/Risk Committee Meeting Edmonton ABC Review Discussion with Minister's Office and Portage College Demontor Regular Board Meeting. | Travel Method/ Description Code A Airlare RC - Rental Charges PVM - Personal Vehicle Mileage CV - Fuel For College Vehicle Lac La Biche HR Ad Hoc Committee Meeting. PVM \$135.24 Eens Lac La Biche Finance/Infrastructure/Risk Committee Meeting and HR Ad Hoc Committee Meeting. PVM \$119.60 Edmonton Alberta Rural Education Symposium PVM \$119.60 Lac La Biche Regular Board Meeting. PVM \$119.60 Edmonton AE Minister Meeting with Board Chairs PVM \$119.60 Lac La Biche College's Sports & Education Dinner PVM \$119.60 Lac La Biche Finance/Infrastructure/Risk Committee Meeting PVM \$119.60 Edmonton AE Minister Meeting with Board Chairs PVM \$119.60 Lac La Biche Finance/Infrastructure/Risk Committee Meeting PVM \$119.60 Edmonton ABC Review Discussion with Minister's Office and PVM \$234.60 Portage College PVM \$43.24 | Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - Fuel for College Vehicle Location Purpose Travel Code/ Expense Amount Purpose Travel Code/ Expense CR - College Status Code(s) (see above) Smeules Lac La Biche HR Ad Hoc Committee Meeting. PVM \$135.24 PVM \$119.60 Lac La Biche Regular Board Meeting. PVM \$119.60 Lac La Biche Regular Board Meeting. PVM \$119.60 Lac La Biche Regular Board Meeting Edmonton AE Minister Meeting with Board Chairs PVM \$119.60 Lac La Biche Finance/Infrastructure/Risk Committee Meeting PVM \$119.60 Lac La Biche Regular Board Meeting. PVM \$119.60 Edmonton AE Minister Meeting with Board Chairs PVM \$119.60 Edmonton AB College's Sports & Education Dinner PVM \$119.60 Edmonton ABC Review Discussion with Minister's Office and PVM \$234.60 S Edmonton ABC Review Discussion with Minister's Office and PVM \$234.60 S Finance College PVM \$43.24 | Travel Method/ Description Code A. Aufred Report R.C. Rental Charges R.C. Rental Relation Members R.C. Code(e) R.C. Rental Relation Members R.C. Rental Relation Relati | Travel Method/ Description Code Real Regional Codes Real Regional Codes Real Regional Codes Real Regional Region Power Real Regional Region Re | Travel Method/Description Code RC Rotal Charges PVM - Personal Vehicle Golden CV - Rotal Charges PVM - Personal Vehicle Golden Code Charges PVM - Personal Vehicle Code Golden PVM - S119.60 PVM - S11 | Travel Method Description Code Description Code Description Code RGC - Rend Charges PCM - Personal Vehicle Crystality & Working Session Lodging PA - Private Accommodations PCM - Personal Vehicle Crystality & Working Session Lodging PA - Private Accommodations PCM - Personal Vehicle Crystality & Personal V | Travel Method Personal Method | |

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|---------------------|------------------|--|-----|----------|---|-------------------|--------------------|------|
| Mar 9, 2017 | Lac La Biche | Regular Board Meeting. | PVM | \$135.24 | | | Stipend for travel | \$50 |
| Mar 26- 28, 2017 | Saskatoon, SK | National Congress on Rural Education | PVM | \$411.24 | | \$330.78 | | |
| April 13, 2017 | Lac La Biche | Regular Board Meeting | PVM | \$138.00 | | | Stipend for travel | \$50 |
| Darren P | ratch | | | | | | | |
| April 3, 2017 | Lac La Biche | Finance/Infrastructure/Risk Committee Meeting. | PVM | \$128.80 | | | Stipend for travel | \$50 |
| Michelle, | Wright | | | | | | | |
| Mar 26- 28, 2017 | Saskatoon, SK | National Congress on Rural Education | PVM | \$724.50 | S | \$117.00 \$342.12 | Parking | \$50 |
| Elizabeth | Munroe | | | | | | | |
| April 3, 2017 | Lac La Biche | New Board Member Orientation | PVM | \$62.56 | | | Stipend for travel | \$50 |
| April 13, 2017 | Lac La Biche | Regular Board Meeting | PVM | \$62.56 | | | Stipend for travel | \$50 |