



## 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.

**Meal receipt reimbursement is allowed for Hospitality & Working Sessions.**

**Disclosure of Claims for the period May 1 – June 30, 2023**

Date Expense Occurred	Location	Purpose	Travel Method/ Description Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses	
			Recipient Code(s) (see above)	Travel Expense Amount	Recipient Code(s) (see above)	Meal Receipts Only for Hosting & Working Sessions	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
<b>Travel Method/ Description Code</b> A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - College Vehicle											
<b>Meals for travel, Hospitality &amp; Working Session</b> <b>Meal Recipient Codes</b> 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											
<b>Lodging</b> PA – Private Accommodations											
<b>D: Other Expenses</b> Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc											
<b>Randolph Benson</b>											
May 5/23	Lac La Biche, AB	Board Retreat								Device Stipend	\$50.00
June 8/23	Lac La Biche	Regular Board Meeting								Device Stipend	\$50.00
<b>Ron Young</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat	PVM	\$138.00						Device Stipend	\$50.00
										Travel Stipend	\$50.00
June 8/23	Lac La Biche, AB	Regular Board Meeting	PVM	\$138.00						Device Stipend	\$50.00
										Travel Stipend	\$50.00
<b>Doug Furgason</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat	PVM	\$119.60						Device Stipend	\$50.00
June 8/23	Lac La Biche	Regular Board Meeting	CV	\$38.02							
<b>Brian Rudyk</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat	PVM	\$92.00						Travel Stipend	\$50.00
June 8/23	Lac La Biche, AB	Meeting with CIBC representative & Regular Board Meeting	PVM	\$92.00			S - \$11.60			Travel Stipend	\$50.00
<b>Linda Sallstrom</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting	PVM	\$113.16						Device Stipend	\$50.00
										Travel Stipend	\$50.00

June 8/23	Lac La Biche, AB	Regular Board Meeting								Device Stipend	\$50.00
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<b>Kaylee Weigelt</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat								Device Stiped	\$50.00

<b>John Irwin</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat	PVM	\$110.40						Device Stipend	\$50.00
June 2/23	Lac La Biche, AB	Convocation Ceremonies	PVM	\$119.60						Travel Stipend	\$50.00
June 8/23	Lac La Biche, AB	Regular Board Meeting	PVM	\$119.60							

<b>Donna Webster</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat								Device Stipend	\$50.00

<b>Cordelia Lyons</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat								Device Stipend	\$50.00

<b>Molly Fyten</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat								Device Stipend	\$50.00
June 8/23	Lac La Biche, AB	Regular Board Meeting								Device Stipend	\$50.00

<b>Dr. Patricia Makokis</b>											
May 4 & 5/23	Lac La Biche, AB	Regular Board Meeting and Retreat	PVM	\$105.80						Travel Stipend	\$50.00
June 8/23	Lac La Biche, AB	Regular Board Meeting	PVM	\$105.80						Travel Stipend	\$50.00