

## 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.

of Claims for the newled Mouse 4 April 20 2025

	Disclosure of Claims for the period March 1 – April 30, 2025										
			Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - 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	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
Randolph	Benson				1				1		1
Ron Your	ng										
Mar. 20 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 165.00							
Apr. 10, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 165.00							
Heather 1	Lett										
Brian Ru	dvk										
Mar. 20, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 110.00							
Apr. 10, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 110.00							
Linda Sal	llstrom										
Mar. 20, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 143.00							
Manuel N	<b>AcBraun</b>										

John Irwin											
Mar. 20, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 143.00							
Apr. 4, 2025	Lac La Biche, AB	Sports Excellence Awards Dinner	PVM	\$ 143.00							
Donna Webster											
Molly Fyten											
Dr. Patricia Makokis											
Elisa Brosseau											
Mar. 20, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 143.00							
Kevin Pare											
Apr. 10, 2025	Lac La Biche, AB	Regular Board Meeting	PVM	\$ 22.00							
Laura Pa	Laura Papirny										