

**Date:** January 1 - March 31, 2018

**1) Business Travel Expenses and Professional Development**

This includes all reimbursable expenses for travel activities while on College Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in professional development.

- \* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, etc.
- \*\* "Meals and Incidentals" at RRC are reimbursed on a per diem basis while on business travel
- \*\*\* "Other" includes conference and professional development registration fees and other miscellaneous business expenses.

Position	Dates	Destination	Purpose	Received Expenses					Non-Received		Sub-total	Grand Total
				Airfare	Other Transportation*	Accommodation	Meals	Other***	Meals** & Incidentals	Other Transportation*		
										\$0.00		\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**2) Business Meetings and Working Session Expenses**

Red River College Policy provides for hosting and working session expenses to be reimbursed for College business activity

Business activity can include meetings with external parties and RRC employees

- \* "Community Relations" includes meetings with community members, Board of Directors that the President is a member, community partners
- \*\* "Leadership Development" includes meetings with consultants and partners that are part of helping RRC leadership.

Position	Dates	Destination	Purpose	Received Expenses					Non-Received		Sub-total	Grand Total
				Airfare	Other Transportation	Accommodation	Other	Meals & Incidentals	Other Transportation			
President	12/6/2017	Winnipeg, MB	Parking: Community partner breakfast			\$12.00					\$0.00	\$12.00
President	12/7/2017	Winnipeg, MB	Parking: Community partner luncheon			\$12.00					\$0.00	\$12.00
President	12/8/2017	Winnipeg, MB	Meeting: RRC SIE delegation (9 ppl)						\$145.06		\$145.06	\$145.06
President	12/13/2017	Winkler, MB	Kms: Meetings in Winkler							\$103.04	\$103.04	\$103.04
President	1/5/2018	Winnipeg, MB	Lunch meeting: Capital Campaign partner						\$63.35		\$63.35	\$63.35
President	1/9/2018	Winnipeg, MB	Parking: Community partner luncheon			\$10.00					\$0.00	\$10.00
President	1/12/2018	Winnipeg, MB	Breakfast Meeting: Board Relations						\$36.27		\$36.27	\$36.27
President	1/15/2018	Winnipeg, MB	Lunch meeting: Community partner						\$50.22		\$50.22	\$50.22
President	1/16/2018	Winnipeg, MB	Dinner: Board Recognition (5 ppl)						\$361.91		\$361.91	\$361.91
President	1/17/2018	Winnipeg, MB	Lunch meeting: Community partner						\$40.94		\$40.94	\$40.94
President	1/17/2018	Winnipeg, MB	Parking: Community partner event			\$3.50					\$0.00	\$3.50
President	1/23/2018	Winnipeg, MB	Lunch meeting: Capital Campaign partner						\$43.44		\$43.44	\$43.44
President	1/26/2018	Winnipeg, MB	Parking: Community partner event			\$14.00					\$0.00	\$14.00
President	1/29/2018	Winnipeg, MB	Lunch meeting: Community partner						\$52.63		\$52.63	\$52.63
President	2/1/2018	Winnipeg, MB	Lunch meeting: Community partner						\$47.24		\$47.24	\$47.24
President	1/2/2018	Winnipeg, MB	Lunch meeting: Capital Campaign partner (Jane's)						\$74.40		\$74.40	\$74.40
President	2/9/2018	Winnipeg, MB	Lunch meeting: Capital Campaign (Jane's - 3 ppl)						\$69.32		\$69.32	\$69.32
President	2/13/2018	Winnipeg, MB	Lunch meeting: Capital Campaign (Jane's - 2 ppl)						\$47.92		\$47.92	\$47.92
President	2/15/2018	Winnipeg, MB	Chef's table: Recognition event (8 ppl)						\$706.14		\$706.14	\$706.14
President	2/23/2018	Winnipeg, MB	Parking: Community partner event			\$14.00					\$0.00	\$14.00
President	2/27/2018	Winnipeg, MB	Lunch meeting: Community partner (Jane's - 5 ppl)						\$89.56		\$89.56	\$89.56
President	2/28/2018	Winnipeg, MB	Lunch meeting: Board Relations						\$42.88		\$42.88	\$42.88
President	2/28/2018	Winnipeg, MB	Chef's table: Capital Campaign (8 ppl)						\$881.47		\$881.47	\$881.47

President	3/9/2018 Winnipeg, MB	Parking: Community partner event		\$10.00			\$10.00		\$0.00	\$10.00		
President	3/12/2018 Winnipeg, MB	Kms: Meetings in Steinbach					\$0.00	\$73.60	\$73.60	\$73.60		
President	3/13/2018 Winnipeg, MB	Parking: Community partner event		\$8.00			\$8.00		\$0.00	\$8.00		
President	3/16/2018 Winnipeg, MB	Lunch meeting: Capital campaign (3 ppl)		\$12.00			\$12.00	\$86.23	\$86.23	\$98.23		
President	3/20/2018 Winnipeg, MB	Parking: Speaking engagement at event		\$14.00			\$14.00		\$0.00	\$14.00		
President	3/23/2018 Winnipeg, MB	Parking: Community partner event		\$10.00			\$10.00		\$0.00	\$10.00		
President	3/23/2018 Winnipeg, MB	Breakfast Meeting: Capital campaign					\$0.00	\$31.18	\$31.18	\$31.18		
President	3/27/2018 Winnipeg, MB	Lunch meeting: Capital Campaign (Jane's - 2 ppl)					\$0.00	\$42.77	\$42.77	\$42.77		
President	3/29/2018 Winnipeg, MB	Lunch meeting: Community partner (Jane's - 2 ppl)					\$0.00	\$45.40	\$45.40	\$45.40		
				<b>\$0.00</b>	<b>\$119.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$119.50</b>	<b>\$2,958.33</b>	<b>\$176.64</b>	<b>\$3,134.97</b>	<b>\$3,254.47</b>