

expense | monthly tracking report

claimant | Close, Nancy
 position | Trustee
 level | Board of Trustees
 reporting period | May 1 to June 30, 2022
 date of report | Friday, August 12, 2022



Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Non-Profit Connections	06/17/2022	An Afternoon w/ Mayor Gondek & City Council	\$25.00	other disclosed	PD general
ASBA Spring General Meeting	06/5-7/2022	Conference Fee	\$708.75	travel	conferences & workshops
ASBA Spring General Meeting	06/5-7/2022	Hotel Accommodation	\$353.56	travel	PD accommodation
ASBA Spring General Meeting	06/5-7/2022	Meal	\$18.25	travel	PD food/non alcoholic beverage
ASBA Spring General Meeting	06/5-7/2022	Meal	\$26.00	travel	PD food/non alcoholic beverage
Zone 5 Edwin Parr	05/19/2022	ASBA Zone 5 Edwin Parr Celebration	\$65.00	other disclosed	BUS food/non alcoholic beverage

Nonprofit Connections: An Afternoon with Mayor Gondek and City Council

Non-CCVO Members \$25.00



Village Commons, 610 8 Avenue Southeast, Calgary, AB T2G 0M1, Canada

Friday, 17 June 2022 from 3:00 PM to 4:30 PM (MDT)

Eventbrite Completed

Order Information

Name

Order #3566443849. Ordered by Grace St Croix on 11 May 2022 9:42 AM Nancy Close



35664438495580286119001

Event Information:

Thank you for your registration! We look forward to seeing you on June 17. For questions about the event, including refunds prior to June 17, please contact us through Eventbrite or at events@calgarycvo.org. Please note that we will not issue refunds after June 16, 2022. Thank you for your understanding. See you June 17!

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Start selling in minutes with Eventbrite!
www.eventbrite.ca



Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: July 12 2022

Trustee's Name Nancy Close, Trustee Wards 11 & 13

Purpose of Trip / Name of Conference: ASBA SGM Conference

Departure and Return Date June 5/7 2022 Destination: Red Deer, AB

Description of Expenses Please attach receipts	Total Cost (Indicate currency if not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
Registration/Conference Fees	708.75		708.75		
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination					
Accommodation					
2 Nights @ \$ 176.70 (Single Rate)	353.56		353.56		
Telecommunication Charges (Internet, Phone calls)					
Meals – Receipts required (Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
Lunch(es) (Maximum \$17.00 each)					
2 Dinner(s) (Maximum \$26.00 each)	44.25		18.25	26.00	
Other – Provide Details					
TOTAL COST OF TRIP					
AMOUNT DUE TO CLAIMANT / <CBE>				26.00	

GST Breakout Area

NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.

Personal Information is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP). The information included in this report is collected for the purpose of expense reporting and reimbursement and may be disclosed to the public as required by the CBE's policies and practices, Alberta Government policies and legislation, or a FOIP request. I have reviewed the attachments to ensure that confidential information has been removed or redacted. I certify that the above claim is correct.

Claimant's Signature

Payment Authorization



Suite 1200, 9925 - 109 Street Edmonton, AB T5K 2J8
 Phone: 780.482.7311 Fax: 780.482.5659
 www.asba.ab.ca email: finance@asba.ab.ca

Invoice

Date	Invoice #
6/24/2022	2021225

INVOICE TO

Calgary Board of Education
 1221 - 8 Street SW
 Calgary, AB T2R 0L4

Terms - Net 30 days

Business No. 10669 4268 RT0001

Quantity	Item	Description	Net	Amount
6	000-51000-30	Registration as attached - ASBA Spring General Meeting	675.00	4,050.00
1	000-51000-30	Registration as attached - ASBA Spring General Meeting (ASBA President)	0.00	0.00
		GST on sales	5.00%	202.50

Electronic Funds Transfer (EFT) Option:
 Bank of Nova Scotia
 Beneficiary: Alberta School Boards Association
 Transit #: 12989
 Bank #: 002
 Account #: 0386014
 Send payment notifications to finance@asba.ab.ca

Subtotal	CAD 4,050.00
GST 5%	CAD 202.50
Total	CAD 4,252.50

Alberta School Boards Association
 Spring General Meeting
 June 5-7, 2022

Board/Company	First Name	Last Name	Title	Alias Code	Reg Type	Reg Fee	GST	Total
Calgary Board of Education	Patricia	Bolger	Trustee		In person	\$675.00	\$33.75	\$708.75
Calgary Board of Education	Nancy	Close	Trustee		In person	\$675.00	\$33.75	\$708.75
Calgary Board of Education	Marilyn	Dennis	ASBA President	-----	In person	\$0.00	\$0.00	\$0.00
Calgary Board of Education	Dana	Downey	Trustee		In person	\$675.00	\$33.75	\$708.75
Calgary Board of Education	Laura	Hack	Chair		In person	\$675.00	\$33.75	\$708.75
Calgary Board of Education	Charlene	May	Trustee		In person	\$675.00	\$33.75	\$708.75
Calgary Board of Education	Susan	Vukadinovic	Vice-Chair		Virtual	\$675.00	\$33.75	\$708.75
Calgary Board of Education Total						\$4,050.00	\$202.50	\$4,252.50

Nancy Close

Canada

Room No. :
 Arrival : 06-05-22
 Departure : 06-07-22
 Folio No. :
 Conf. No. : 1
 Cashier No. : 322

Company Name: Alberta School Boards Association
 Group Name: Alberta School Boards Association Confer

INVOICE

Date	Description	Charges	Credits
06-05-22	GTL Room Charge Room# 1404 : CHECK# 0096	18.25	
06-05-22	Room Charge	159.00	
06-05-22	Destination Marketing Fee	3.18	
06-05-22	Tourism Levy	6.49	
06-05-22	Room GST 5% 71125-2676 RT0001	8.11	
06-06-22	Room Charge	159.00	
06-06-22	Destination Marketing Fee	3.18	
06-06-22	Tourism Levy	6.49	
06-06-22	Room GST 5% 71125-2676 RT0001	8.11	
06-07-22	MasterCard XXXXXXXXXXXX XX/XX		371.81
		Total Charges	371.81
		Total Credits	371.81
Tax Total:	\$ 0.00	Balance	0.00

Cilantro & Chive Red Deer

1927 50th Ave
 GST # 825 395 080 RT 0001
 Red Deer
 AB T4R 1Z4
 4037822882

Our whole team truly appreciates any tips & gratuities, as we run a complete tip-sharing system from Service to Kitchen. Every position is vital in working to give you a great experience. So our whole team wanted you to know that we ALL appreciate the love and support!

11-011
 Table-No: 16
 Seat-No: 3
 Open Server: Kailey M
 Open Date: 06-Jun-2022
 Open Time: 05:33PM
 Customer: Walkin
 Service: Dine In

ORDER SUMMARY

ITEM	PRICE	QTY	AMOUNT
**Water	0.00	1	0.00
Craft Beer Battered Fish + Chips	20.90	1	20.90
Fries	0.00	1	0.00
Dill Ranch Side Aioli	1.50	1	1.50

Sub-Total: \$ 22.40
 GST 5% 1.13
 CHECK TOTAL: \$ 23.53
 TOTAL: \$ 23.53

Thank you so much for visiting Cilantro and Chive

Cilantro and Chive - Red Deer

1927 50TH AVENUE
 RED DEER, AB T4R 1Z4
 587272880

https://www.cilantroandchive.ca

Cashier: Kailey
 06-Jun-2022 6:48:12P
 Transaction 000058303139
 1 Manual Transaction CA\$23.53

Total CA\$23.53
 Tip CA\$3.53

DEBIT CARD SALE CA\$27.06

Account: Default

06-Jun-2022 6:48:23p.m.

CA\$27.06 | Method:

CONTACTLESS

INTERAC XXXXXXXXXXXX3230

Reference ID: 000058303139

Auth ID: 008575

MID: *****8082

AID: A0000002771010

AthNtwNm: INTERAC

NO CARDHOLDER VERIFICATION

Order JGT2.JRKVM490T

/CHNG TALLY
 2.50 15.75

 15.75

OSE, NANCY

**CAMBRIDGE HOTEL
 RED DEER
 GARDEN LOUNGE GST# 7112
 52676RT0001**

0096a-2 Table 209 #Party 1
 RENE C SvrCk: 0 4:33p 06/05/22
 GARDEN LOUNGE

1 WATER
 1 QUESADILLA 12.00
 1 SOFT DRINK, soda 3.00
 Sub Total: 15.00

Sub Total: 15.00
 GST : 0.75

06/05 5:28p TOTAL: 15.75

***** ROOM CHARGE ONLY *****

GRATUITY: _____

TOTAL: _____

NAME: _____

SIGNATURE: _____

ROOM #: _____

Please pay your server
 VALID ID REQUIRED FOR ROOM CHARGE

**CAMBRIDGE HOTEL
 RED DEER
 GARDEN LOUNGE GST# 7112
 52676RT0001**

0096-1 Table 209 #Party 1
 RENE C SvrCk: 9 4:33p 06/05/22
 GARDEN LOUNGE

1 WATER
 1 QUESADILLA 12.00
 1 SOFT DRINK, soda 3.00
 Sub Total: 15.00

Sub Total: 15.00
 GST : 0.75

06/05 5:20p TOTAL: 15.75

***** ROOM CHARGE ONLY *****

GRATUITY: 2.50

TOTAL: 18.25

NAME: _____

SIGNATURE: _____

ROOM #: _____

Please pay your server
 VALID ID REQUIRED FOR ROOM CHARGE

ASBA Zone 5 Edwin Parr Celebration

General Admission \$65.00

Calgary Winter Club, 4611 14 Street Northwest, Calgary, AB T2K 1J7, Canada

Thursday, 19 May 2022 from 6:00 PM to 8:30 PM (MDT)

Eventbrite Completed

Order Information

Order #3354735869. Ordered by Grace St Croix on 18 April 2022 10:18 AM **Nancy Close**



33547358695203666709001

Event Information:

Thank you for coming to our ASBA Zone 5 Edwin Parr Celebration event on Thursday, May 19 at 6pm. We look forward to celebrating together! Arrive at 6pm for our Mix and Mingle. Appetizers will be available. A Cash Bar will also be available. Our formal program will start at 6:45pm and will include remarks from our ASBA President Marilyn Dennis, and our Zone Chair, Theresa LeTendre. We look forward to sharing video celebrations of each of our nominees along with an informal and fun get-to-know our nominees conversation. Let us know if you have any questions by emailing Nancy at neclose@cbe.ab.ca

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