

Expense Disclosure Summary

Name Denise Henning Position President/CEO

Period Covered October 1 - December 30, 2106

Please attach supporting documentation ie: Expense Disclosure Sheet and applicable receipts

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Tra	Other ansportation*	A	ccomodation	Meals	Но	spitality	Inc	identals		Total
10/2/2016-10/4/2016	Ottawa, ON	CICan Leaders Fall Forum	\$ 1,022.29	\$	37.48	\$	574.36	\$ 141.01	\$	-	\$	20.00	\$ 1	,795.14
10/20/16	Brooks, AB	Brooks Campus Meetings	\$ -	\$	96.80	\$	-	\$ -	\$	-	\$	-	\$	96.80
10/26/16	Medicine Hat, AB	Lunch meeting with Board Chair	\$ -	\$	-	\$	-	\$ -	\$	17.62	\$	-	\$	17.62
10/28/2016-10/29/2016	Elkwater, AB	Board Renewal	\$ 	\$	71.60	\$	-	\$ -	\$	-	\$	-	\$	71.60
11/11/2016/11/16/2016	Cambridge, MA	Harvard Seminar for Experience Presidents	\$ 595.74	\$	62.93	\$	1,431.36	\$ 225.97	\$	-	\$	67.46	\$ 2	2,383.46
11/16/2016-11/25/2016	Pembroke, NC	Workshop Facilitator at University of North Carolina at Pembroke**	\$ 2,190.84	\$	846.07	\$	215.86	\$ -	\$	-	\$	67.46	\$ 3	3,320.23
12/6/16	Brooks, AB	Brooks Campus Meetings	\$ -	\$	96.80	\$	-	\$ -	\$	-	\$	-	\$	96.80
			\$ 3,808.87	\$	1,211.68	\$	2,221.58	\$ 366.98	\$	17.62	\$	154.92	\$ 7	7,781.65

^{*} Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage

This Expense Summary is true and complete to the best of my knowledge for the period indicated above.

Signature	//original signed//

^{**} University of North Carolina-Pembroke paid flights and car rental from Medicine Hat to Fayetteville return



<u>Name</u>	Denise Henning	<u>Date</u>	10/2/2016-10/4/2016
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PositionPresident and CEOPurposeCICan Leaders Fall ForumDestinationOttawa, ON

		Expense Category (Select from drop				
Date	Vendor	down menu)	Description/Rationale	Subtotal	GST	Total
10/2/2016	Air Canada	Airfare	Airfare Medicine Hat to Ottawa Return (October 2 - 4)	1,022.29		1,022.29
10/4/2016	Sheraton Hotel	Accomodation	Hotel - October 2-4)	574.36		574.36
10/3/2016	Capital Taxi	Other Transportation	Taxi	37.48		37.48
10/4/2016	MHC Travel Claim	Meals	Meals - October 2 - 4	141.01		141.01
10/4/2016	MHC Travel Claim	Incidentals	Overnight Incidentals - October 2 - 4	20.00		20.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
		•	•		Total Receipts	1,795.14



Name Denise Henning <u>Date</u> 10/20/2016

PositionPresident and CEOPurposeBrooks Campus MeetingsDestinationBrooks, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
10/20/2016	MHC Travel Claim	Other Transportation	Mileage to and from Brooks	96.80		96.80
						-
						-
						-
						-
						-
					Total Receipts	96.80



Name Denise Henning Date 10/26/2016

<u>Position</u> President and CEO <u>Purpose</u> Lunch meeting with Board Chair <u>Desination</u> Medicine Hat, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
10/26/2016	The Merman	Hospitality	Lunch Meeting	17.62		17.62
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	17.62



<u>Name</u> Denise Henning <u>Date</u> 10/28/2016 - 10/29/2016

<u>Position</u> President and CEO <u>Purpose</u> Board Renewal <u>Desination</u> Elkwater, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
10/20/2016	NAUC Travel Claire	Oth sa Tasa as satation	Datum Milaana Milaa Elluurtan	71.60		74.60
10/29/2016	MHC Travel Claim	Other Transportation	Return Mileage MH to Elkwater	71.60		71.60
						-
						-
						-
						- -
						-
						-
						-
						_
						-
						-
						-
						-
					Total Receipts	71.60



<u>Name</u> Denise Henning <u>Date</u> 11/11/2016 - 11/16/2016

Harvard Seminar for

<u>Position</u> President and CEO <u>Purpose</u> Experienced Presidents <u>Desination</u> Cambridge, MA

		Expense Category (Select from drop				
Date	Vendor	down menu)	Description/Rationale	Subtotal	GST	Total
11/11/2016	Air Canada*	Airfare	Flight - Medicine Hat to Boston	595.74		595.74
11/16/2016	The Charles Hotel	Accomodation	Hotel - November 11 - 16	1,431.36		1,431.36
11/16/2016	MHC Travel Claim	Meals	Meals - November 11 - 16	225.97		225.97
			Overnight Incidentals - November			
11/16/2016	MHC Travel Claim	Incidentals	11 - 16	67.46		67.46
11/11/2016	Taurus Taxi	Other Transportation	Taxi to Hotel	62.93		62.93
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	2,383.46

^{*}Flight to Boston was reimbursed by UNCP - University of North Carolina at Pembroke



<u>Name</u> Denise Henning <u>Date</u> 11/16/2016-11/25/2016

<u>Position</u> President and CEO <u>Purpose</u> Workshop Facilitator at University of North Carc <u>Destination</u> Pembroke, NC

		Expense Category (Select from drop down				
Date	Vendor	menu)	Description/Rationale	Subtotal	GST	Total
11/16/2016	American Airlines*	Airfare	Flight -Boston to Fayetteville, NC	228.20		228.20
11/17/2016	American Airlines (rescheduled flight as costs for extra night in hotel was going up extensively)	Airfare	Flight -Boston to Fayetteville, NC	229.70		229.70
11/16/2016	National*	Other Transportation	Car Rental - Nov. 16-25, 2016	846.07		846.07
11/25/2016	Delta (flight had to be cancelled due to Air Canada change of itinerary times for Toronto to Calgary flight)	Airfare	Flight- Fayetteville to Atlanta	172.15		172.15
11/25/2016	Air Canada (flight had to be cancelled due to Air Canada change of itinerary times for Toronto to Calgary flight)	Airfare	Flight - Atlanta to Toronto	570.89		570.89
11/25/2016	Delta*	Airfare	Flight - Fayetteville to Toronto	209.65		209.65
11/25/2016	Air Canada *	Airfare	Flight - Toronto to Calgary	487.17		487.17
11/25/2016	Air Canada*	Airfare	Flight - Calgary to Medicine Hat	293.08		293.08
11/25/2016	MHC Travel Claim	Incidentals	Incidentals - Nov. 16-25	67.46		67.46
11/25/2016	MHC Travel Claim	Accomodation	November 16-25	215.86		215.86
						-
						-
					Total Receipts	3,320.23

^{*} Flights & Car Rental reimbursed by UNCP (University of North Carolina at Pembroke)



Name Denise Henning Date 12/6/2016

<u>Position</u> President and CEO <u>Purpose</u> Brooks Campus Meetings <u>Desination</u> Brooks, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
		Other				
12/6/2016	MHC Travel Claim		Mileage to Brooks return	96.80		96.80
		,				
						-
						-
						-
					Total Receipts	96.80