

**Expense Report**  
**For Kathy Kinloch, President**  
**For the period July 1, 2017 to September 30, 2017**

Expense Description	Amount
Travel Expenses	\$ 11,038.73
Local Business and Travel Expenses	\$ 160.07

**\$ 11,198.80**

**Travel Expense Summary**  
**For Kathy Kinloch, President**  
**For the period July 1, 2017 to September 30, 2017**

<b>Date of Event</b>	<b>Description</b>	<b>Amount</b>
September 12 - 13, 2017	Seattle, WA - Cascadia Innovation Corridor Conference	\$ 816.26
September 17 - 18, 2017	Victoria, BC - BC Association of Institutes and Universities Meeting	\$ 613.62
October 1 - 2, 2017	Ottawa, ON - Installation of the 29th Governor - General of Canada, Julie Payette	\$ 1,157.84
October 18 - 21, 2017	Beijing, China - Speaking Invitation- CIGAN Education Expo (Trip cancelled. Airfare subsequently refunded.)	\$ 7,298.77
November 1 - 2, 2017	Toronto, ON - Business Higher Education Roundtable (Trip cancelled. Travel credit applied for future use.)	\$ 657.06
November 4 - 6, 2017	Ottawa, ON - National Strategy Group Polytechnics Canada	\$ 495.18
<b>Total Travel Expenses</b>		<b>\$ 11,038.73</b>

**Travel Expense Summary**  
**For Kathy Kinloch, President**  
**For the period July 1, 2017 to September 30, 2017**

<b>Cascadia Innovation Corridor Conference</b>		<b>Amount</b>
Date of Event/Transaction	September 12 - 13, 2017	
Destination	Seattle, WA	
Airfare		\$ 367.31
Accommodation		\$ 284.54
Transportation		\$ 136.43
Conference		\$ 27.98
<b>Total:</b>		<b>\$ 816.26</b>
<b>Notes:</b>		

<b>BC Association of Institutes and Universities Meeting</b>		<b>Amount</b>
Date of Event/Transaction	September 17 - 18, 2017	
Destination	Victoria, BC	
Airfare		\$ 320.00
Accommodation		\$ 273.42
Transportation		\$ 20.20
<b>Total:</b>		<b>\$ 613.62</b>
<b>Notes:</b>		

<b>Installation of the 29th Governor - General of Canada, Julie Payette</b>		<b>Amount</b>
Date of Event/Transaction	October 1 - 2, 2017	
Destination	Ottawa, ON	
Airfare		\$ 1,157.84
<b>Total:</b>		<b>\$ 1,157.84</b>
<b>Notes: Invited Guest</b>		

<b>Speaking Invitation- CICAN Education Expo</b>		<b>Amount</b>
Date of Event/Transaction	October 18 - 21, 2017	
Destination	Beijing, China	
Airfare		\$ 7,298.77
<b>Total:</b>		<b>\$ 7,298.77</b>
<b>Notes: Trip cancelled. Airfare subsequently refunded.</b>		

<b>Business Higher Education Roundtable</b>		<b>Amount</b>
Date of Event/Transaction	November 1 - 2, 2017	
Destination	Toronto, ON	
Airfare		\$ 657.06
<b>Total:</b>		<b>\$ 657.06</b>
<b>Notes: Trip cancelled. Travel credit applied for future use.</b>		

<b>National Strategy Group Polytechnics Canada</b>		<b>Amount</b>
Date of Event/Transaction	November 4 - 6, 2017	
Destination	Ottawa, ON	
Airfare		\$ 495.18
<b>Total:</b>		<b>\$ 495.18</b>
<b>Notes:</b>		

**Total Travel Expenses**

**\$ 11,038.73**

**LOCAL BUSINESS AND TRAVEL EXPENSES**

Date of Event/Transaction	Description	Amount
<b>July 2017</b>	Business Meals	\$ 56.16
	Transportation	\$ 18.75
	<b>July 2017 Total</b>	<b>\$ 74.91</b>
<b>August 2017</b>	Transportation	\$ 9.00
	<b>August 2017 Total</b>	<b>\$ 9.00</b>
<b>September 2017</b>	Business Meals	\$ 53.41
	Transportation	\$ 22.75
	<b>September 2017 Total</b>	<b>\$ 76.16</b>

**Total Local Business and Travel Expenses**

**\$ 160.07**