

**Expense Report**  
**For Lisa Collins, Vice President, Students**  
**For the period April 01, 2023 to June 30, 2023**

Expense Description	Amount
Travel Expenses	\$ 5,077.58
Local Business and Travel Expenses	\$ 863.81
	<u>\$ 5,941.39</u>

**Travel Expense Summary**  
**For Lisa Collins, Vice President, Students**  
**For the period April 01, 2023 to June 30, 2023**

<b>Date of Event</b>	<b>Description</b>	<b>Amount</b>
Apr 01-08,2023	Boston, MA- 2023 NASPA Annual Conference	\$ 3,513.01
May 25-26,2023	Toronto, ON-Canada Forum 2023	\$ 1,564.57
<b>Total Travel Expenses</b>		<b>\$ 5,077.58</b>

**Travel Expense Summary**  
**For Lisa Collins, Vice President, Students**  
**For the period April 01, 2023 to June 30, 2023**

<b>2023 NASPA Annual Conference</b>		<b>Amount</b>
Date of Event/Transaction	Apr 01-08,2023	
Destination	Boston, MA	
Accommodation		\$ 2,535.37
Business Meal		\$ 918.95
Transportation		\$ 58.69
<b>Total:</b>		<b>\$ 3,513.01</b>

<b>Canada Forum 2023</b>		<b>Amount</b>
Date of Event/Transaction	May 25-26,2023	
Destination	Toronto, ON	
Accommodation		\$ 1,224.57
Business Meal		\$ 340.00
<b>Total:</b>		<b>\$ 1,564.57</b>

**Total Travel Expenses** **\$ 5,077.58**

**LOCAL BUSINESS AND TRAVEL EXPENSES**

<b>Date of Event/Transaction</b>	<b>Description</b>	<b>Amount</b>
<b>April 2023</b>	Transportation	\$ 25.50
	<b>April 2023 Total</b>	<b>\$ 25.50</b>
<b>May 2023</b>	Business Meal	\$ 88.28
	Membership	\$ 723.37
	<b>May 2023 Total</b>	<b>\$ 811.65</b>
<b>June 2023</b>	Business Meal	\$ 22.66
	Transportation	\$ 4.00
	<b>June 2023 Total</b>	<b>\$ 26.66</b>

**Total Local Business and Travel Expenses** **\$ 863.81**