

Policy 210 Report

Policy 210, *Expenditures of Trustees & Appointed Members* contains the following provision:

- 9.2 An annual report on actual expenses incurred versus budget shall be presented to the Board and posted to the Board website following the approval of the annual financial statements of the Board.

The results for the fiscal year ended August 31, 2013 are shown below (in \$CDN). This report includes more than just those out-of-pocket expenses claimed for reimbursement by trustees. It includes all costs incurred to support the governance process including: board and committee (SEAC, NEAC, Audit, ARAC) meeting expenses; OPSBA membership; computers, office supplies, and Internet services for trustees; and advertising of board & committee meetings. Trustee honoraria expense is not included.

Item	2011-12 Expense	2012-13 Budget	2012-13 Expense	2012-13 Variance
Travel, Accommodation, Meals	29,307	54,765	24,659	30,106
Meetings	4,880	8,800	3,431	5,369
Professional Development	53,529	46,000	79,720	(33,720)
Equipment Costs	1,093	2,200	206	1,994
Telephone & Data Lines	8,234	13,100	7,101	5,999
Advertising	2,011	3,000	590	2,410
Miscellaneous	1,684	2,500	765	1,735
Total Expenses	100,828	130,365	116,472	13,893

Notes on Budget Variances:

Travel, Accommodation, and Meals were lower than the prior year, and less than 50% of the current year budgeted amount. Some budget will be shifted to Professional Development in future years' budgets.

Meeting expenses were lower than the current year budget and the prior year, due mainly to increased use of electronic meetings.

Professional Development was over budget, due to increased attendance of trustees at professional development events. The unfavourable variance in this category is effectively offset by the favourable variance in Travel, Accommodation, and Meals.

Telephone and Data Lines expense was lower due to the elimination of fax lines for trustees.

Advertising expenses reflect a reduction in newspaper advertising of board meetings.

Overall, total expenses of \$116,472 were below budget by \$13,893 or 10.7%.