

GOVERNOR'S TRAVEL CONTROL BOARD

Meeting of the Board

December 6, 2012

12:00 Noon

James R. Thompson Center
Room 4-404
100 West Randolph Street
Chicago, Illinois 60601

And

William G. Stratton Building
Room 715
401 Spring Street
Springfield, Illinois 62706

MINUTES

PRESENT:

Members

In Chicago

Simone McNeil
John D'Alessandro

In Springfield Chairman Malcolm Weems

Staff

In Chicago

Angela Stinson-Marti, Deputy General Counsel

In Springfield

Kelley Wells, State Travel Coordinator

I. Call to Order

On December 6, 2012 at approximately 12:00 Noon, Chairman Malcolm Weems called to order a meeting of the Governor's Travel Control Board.

II. Consideration of Minutes

July 10, 2012

The minutes of the meeting of July 10, 2012 were approved. Motion made by Simone McNeil with a second by John D'Alessandro to approve the minutes as presented. Motion carried 3-0.

III. New Business

Legislative Audit Commission Report

The Board reviewed and approved the FY13 1st Quarter Exception Report to be sent to the Legislative Audit Commission.

IV. Approved Travel Exceptions

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- A. DCEO – Excess Baggage Fee
 - B. DCEO – Airline Change Fee
 - C. DCEO – Amtrak Fare over State Rate
 - D. IDOT – Airline Cancellation Fee
 - E. IDOT – Airline Cancellation Fee
 - F. Insurance – Amtrak Fare over State Rate
 - G. Insurance – Unused Airfare
 - H. EPA –Unused Airfare
 - I. Racing Board – Unused Airfare
 - J. Labor Relations Board – Amtrak Fare over State Rate
 - K. Council on Developmental Disabilities – Meal Allowance Exception
 - L. Revenue – Excess Baggage Fees
 - M. OSFM – In Headquarters Expenses
- V. Travel Exceptions - Denied
- A. Insurance – Early Check in Fee
- VI. Miscellaneous
- A. Discussion regarding the IRS Announcement of an increase from 55.5 cents per mile to 56.5 cents per mile effective January 1, 2013.
- VII. Adjournment

The meeting was adjourned at approximately 1:00 pm. Simone McNeil made the motion and John D'Alessandro seconded the motion.