

GOVERNOR'S TRAVEL CONTROL BOARD

Meeting of the Board

September 6, 2011

10:00 am

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

Chairman Malcolm Weems
Simone McNeil
David Vaught

Staff

In Chicago

Bob Morgan, Deputy General Counsel

In Springfield

Kelley Wells, State Travel Coordinator

I. Call to Order

On September 6, 2011 at approximately 10:00am, Chairman Malcolm Weems called to order a meeting of the Governor's Travel Control Board.

II. Consideration of Minutes

June 16, 2011

The minutes of the meeting of June 16, 2011 were approved. Motion made by Simone McNeil with a second by David Vaught to approve the minutes with one change. Motion carried 2-0.

III. New Business

Legislative Audit Commission Report

The Board reviewed and approved the FY11 4th Quarter Exception Report to be sent to the Legislative Audit Commission.

IV. Approved Travel Exceptions

A. DCEO - Weekend Amtrak Fare of \$26.00

B. DCEO – Weekend Amtrak Fare of \$51.00

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- C. DCEO - Airline Change Fee of \$50.00
- D. Insurance – Excess Transportation Fees
- E. Tollway – Airline Change Fee
- F. Tollway – Lodging in Springfield over the State Rate
- H. IDOT – Employee Controlled Housing for Engineers on Extended Assignment
- I. IDOT – Excess Baggage Fees
- J. IEMA – Unused Hotel Rooms
- V. Travel Exceptions – More Information Required
 - A. IDES -In Headquarters Lodging Expenses
- VI. Travel Exceptions – Denied.
 - A. DCEO - \$39.00 charge by American Airlines for “Express Seats”.
- VII. Adjournment

The meeting was adjourned at 10:50 am. Motion carried 2-0 with Simone McNeil making the motion and David Vaught with the second.