

## 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

**STATE OF ILLINOIS**  
**Governor's Travel Control Board**

Minutes –December 6, 2012

Page 2 of 2

- 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.