CALL TO ORDER

The regular scheduled meeting of the Legislative Travel Control Board for quarter ending December 31, 2011 was called to order by Ms. Clarke at 10:00 a.m. on Wednesday, January 4, 2012, in Room 100 of the State House.

APPROVAL OF MINUTES

Ms. Clarke called for additions or corrections to the October, 5, 2011 meeting minutes. Ms Eby made a motion to approve the minutes and it was seconded by Mr. Mapes. The motion to approve the minutes was approved unanimously.

EXCEPTIONS

Exceptions 1604 - 1614 were submitted for approval. All were for lodging rates in excess of the state’s maximum allowable rate, except for voucher #1606 which is a early departure hotel charge and 1613 which was submitted due to a missing parking receipt.

After discussion, a motion to approve the exceptions was made by Mr. Mapes and seconded by Ms. Eby. The motion carried unanimously.

MEETING ADJOURNMENT

There being no further business, a motion was made by Ms Eby to adjourn the meeting and seconded by Mr. Mapes. The motion carried unanimously.