

SPMS Secretary Report
 Thursday, May 16, 2019
 Submitted by Deborah Hefter

Proposed USAS 2019 Convention Expenses for Reimbursement:

(Assumes travel to St Louis, MO on Wednesday September 11, 2019 and return on Sunday September 15, 2019)

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| Roundtrip Airfare (Average Coach Fare departing from LAX, SNA, LGB, BUR, ONT, LAS) | \$498.00 |
| Checked Baggage Fee (\$30.00 x 2) | \$60.00 |
| Taxi/Ride Share from/to St Louis Airport to/from Hotel (\$39.00 x 2) | \$78.00 |
| Meals (\$55.00 x 2 days; 41.25 x 2 days) (GSA 2019 Standard Daily Rate x 2 days; GSA 2019 Standard Travel Day Rate x 2 days; Assumes SPMS breakfast and USAS Banquet dinner on one day) | \$192.50 |
| Hotel (\$85.50 x 4 nights) (Assumes double occupancy; Total includes taxes) | \$342.00 |
| Parking at Home Airport (\$12.00 x 5 “days”) (Average Economy Lot Rate at LAX, SNA, LGB, BUR, ONT, LAS) | \$60.00 |
| TOTAL | \$1230.50 |
| Additional expenses to attend Wednesday meetings (Includes Hotel \$85.50 + Meals \$55 + Home Airport Parking \$12) <i>Note: Additional night expense reimbursement needs approval in ADVANCE from SPMS Chair</i> | \$152.50 |
| TOTAL including one EXTRA night | \$1383.00 |

USAS Convention Registration:

Early Registration Fee \$180.00 per delegate before midnight Eastern Time Thursday August

22, 2019 (Note: Full Registration Fee \$210)

Proposal: SPMS Treasurer submits all delegates on Group Registration Form

Assumption: 19 delegates x \$180 = \$3420.00