

**PORT OF GALVESTON
REQUEST FOR DISCUSSION AND
TRUSTEE ACTION**

BUSINESS ITEM – CONSENT AGENDA – a

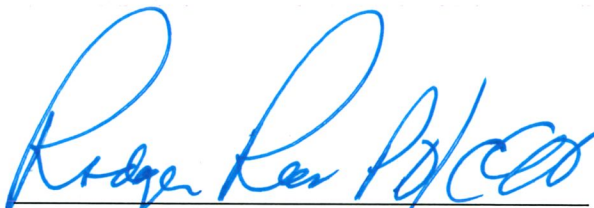
PREPARED BY: Mark Murchison Chief Financial Officer February 17, 2023

SUBJECT: CONSIDER BOARD AND STAFF EXPENSE REPORTS

BACKGROUND: Each month the Board and Staff incur travel expenses in the course of conducting Port business. Copies of these expenses are submitted to the Board each month for review and approval.

RECOMMENDATIONS: The Board of Trustees of the Galveston Wharves is respectfully requested to review the attached information, to listen to the briefing of the Port Director/CEO and the CFO, and to approve the travel expenses of the Board and staff as submitted, which were incurred in conformance with the existing policy and within the 2023 Budget.

Respectfully Submitted By:



Rodger Rees, Port Director/CEO

DATE ACTION TAKEN: _____

Approved: _____

Disapproved: _____

Deferred To: _____

Incorporated into Minutes: _____

Motion By: _____

Seconded By: _____

Unanimous: Yes _____ No _____

By: _____

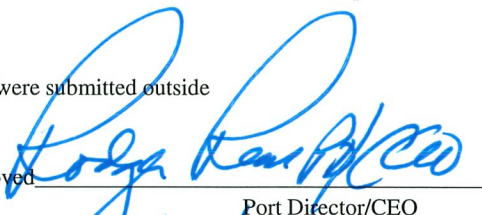
**Galveston Wharves
Board/Staff Expense Reports
January 2023**

Date of Invoice	Date Paid	Description	Travel (5081-5084; 6081-6084)	Amount
		There are no travel expenses to report for January 2023.		

Reimbursement Requests are in Conformance with Budget and Policy except for certain request which were submitted outside the 45 day time period and were approved at the discretion of the Port Director.

Approved 
CFO

Date 2-17-23

Approved 
Port Director/CEO

Date 2/22/23