

Travel and Hospitality expenses

April 1, 2019 to March 31, 2020

Name Jennifer Sutherland
Position Vice-President, Communications and Partnerships

Travel

Departure date	Return date	Destination	Purpose	Airfare	Other transportation	Accommodation	Meals and incidentals	Other expenses	Total (excluding taxes)
June 7, 2019	June 7, 2019	Digby, NS	Travel Media Association of Canada - Atlantic meeting	-	73.05	-	-	-	73.05
June 19, 2019	June 22, 2019	Sault Ste. Marie, ON	Travel Media Association of Canada Conference	569.25	130.50	421.20	189.48	1,250.00	2,560.43
August 11, 2019	August 15, 2019	Ottawa	Destination Canada GoMedia 2019 Event	500.75	113.65	832.00	262.92	-	1,709.32
October 7, 2019	October 10, 2019	Montreal	Professional development	553.43	153.68	679.53	364.75	1,722.08	3,473.47
December 11, 2019	December 11, 2019	Halifax	Local travel expenses	-	5.22	-	-	-	5.22
March 3, 2020	March 4, 2020	Ottawa	Meetings Gouvernement affairs	565.25	147.18	165.36	150.18	-	1,027.97
March 21, 2020	March 31, 2020	Edinburgh, Scotland	Professional development - Note 1	1,620.81	-	-	-	841.65	2,462.46
September 9, 2020	September 13, 2020	Victoria, BC	Destination Canada GoMedia 2020 Event	769.25	-	-	-	3,175.00	3,944.25
Total				\$ 4,578.74	\$ 623.28	\$ 2,098.09	\$ 967.33	\$ 6,988.73	\$ 15,256.17

Note 1: Due to COVID-19, the trip was cancelled. Travel credits will be applied to future travel.

Hospitality

Date	Location	Description	Number of attendees	Total (excluding taxes)
April 8-9, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees orientation meetings, included in the Hospitality expenses of the Chair, Board of Trustees		
May 14, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees orientation meetings, included in the Hospitality expenses of the Chief Executive Officer		
December 11, 2019	Ristorante a Mano, Halifax	Working lunch with Film Production Team in from Toronto	5	120.69
February 29, 2020	Mabata, Halifax	Dinner - Travel Media Association of Canada - Atlantic meeting	1	49.00
Total				\$ 169.69