

Travel and Hospitality expenses

April 1, 2019 to March 31, 2020

Name Marie Chapman
Position Chief Executive Officer

Travel

Departure date	Return date	Destination	Purpose	Airfare	Other transportation	Accommodation	Meals and incidentals	Other expenses	Total (excluding taxes)
April 1, 2019	April 30, 2019	Halifax	Monthly local travel expenses	-	27.40	-	-	-	27.40
April 9, 2019	April 9, 2019	Halifax	Board of Trustees meeting	-	-	-	47.35	-	47.35
April 13, 2019	April 18, 2019	Toronto	Canadian Museum Association conference	607.25	118.99	1,045.20	403.57	725.00	2,900.01
May 15, 2019	May 15, 2019	Halifax	Board of Trustees meeting	-	-	-	47.35	-	47.35
May 20, 2019	May 22, 2019	Montreal	Donor relations	603.24	233.66	521.32	228.81	-	1,587.03
May 1, 2019	May 31, 2019	Halifax	Monthly local travel expenses	-	12.00	-	-	-	12.00
June 1, 2019	June 8, 2019	London, England	Professional development	1,581.49	170.03	1,539.03	1,113.93	994.73	5,399.21
June 15, 2019	June 16, 2019	Ottawa	Attend <i>Refuge Canada</i> opening, the Canadian Museum of Immigration at Pier 21's second travelling exhibition, at the Peel Art Gallery, Museum and Archives	878.91	112.48	161.00	166.35	-	1,318.74
June 19, 2019	June 20, 2019	Halifax	Board of Trustees meeting	-	282.62	-	94.70	-	377.32
September 25, 2019	September 28, 2019	Medicine Hat, AB	Attend <i>Refuge Canada</i> opening at the Esplanade Arts & Heritage Centre	771.25	266.60	148.18	275.13	-	1,461.16
October 27, 2019	October 29, 2019	Ottawa	Meetings Government affairs	421.15	182.72	416.00	163.38	-	1,183.25
November 6, 2019	November 10, 2019	New York	Professional development	734.60	312.80	1,383.98	413.63	887.22	3,732.23
November 12, 2019	November 15, 2019	Toronto	Professional development	500.25	70.36	493.44	198.86	2,153.53	3,416.44
November 18, 2019	November 19, 2019	Montreal	Donor relations	507.24	128.27	-	109.17	-	744.68
November 19, 2019	November 20, 2019	Ottawa	Speaker to Newly Arrived Diplomats orientation session and meeting Government affairs.	348.12	131.09	413.92	157.44	-	1,050.57
December 2, 2019	December 3, 2019	Ottawa	Meetings Government affairs	501.25	133.04	206.96	99.43	-	940.68
January 26, 2020	January 27, 2020	Ottawa	Meetings Government affairs	349.25	146.32	186.26	99.43	-	781.26
January 1, 2020	January 30, 2020	Halifax	Monthly local travel expenses	-	5.22	-	-	-	5.22
February 24, 2020	February 24, 2020	Toronto	Donor relations and event	729.16	82.71	-	71.20	-	883.07
February 29, 2020	February 29, 2020	Halifax	Monthly local travel expenses	-	10.43	-	-	-	10.43
March 18, 2020	March 19, 2020	Ottawa	Meetings Government affairs - Note 1	373.25	-	-	-	-	373.25
March 30, 2020	April 1, 2020	Nanaimo	Attend <i>Refuge Canada</i> event at the Nanaimo Museum - Note 1	840.25	-	-	-	-	840.25
April 6, 2020	April 6, 2020	Ottawa	Meetings Government affairs - Note 1	500.00	-	-	-	-	500.00
April 12, 2020	April 18, 2020	Montreal	Canadian Museum Association conference - Note 1	335.24	-	-	-	750.00	1,085.24
Total				\$ 10,581.90	\$ 2,426.74	\$ 6,515.29	\$ 3,689.73	\$ 5,510.48	\$ 28,724.14

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

Travel and Hospitality expenses

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Name Marie Chapman
Position Chief Executive Officer

Hospitality

Date	Location	Description	Number of attendees	Total (excluding taxes)
April 8-10, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees orientation meetings, included in the Hospitality expenses of the Chair, Board of Trustees		
April 12, 2019	Halifax	Refreshments - outreach activities	24	61.24
May 14-15, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees orientation meetings	9	413.22
May 21, 2019	Le Darlington, Montreal	Lunch - outreach activities	3	110.92
June 11, 2019	The Bicycle Thief, Halifax	Lunch - donor relations	2	58.62
June 12, 2019	The Bicycle Thief, Halifax	Lunch - donor relations	2	111.80
June 19-20, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees meetings, included in the Hospitality expenses of the Chair, Board of Trustees		
July 10, 2019	RCR Hospitality Group, Halifax	Catering during Investment sub-committee meeting	9	388.16
September 11, 2019	The Bicycle Thief, Halifax	Lunch - outreach activities	2	43.97
October 2-3, 2019	RCR Hospitality Group, Halifax	Catering during Board of Trustees meetings, included in the Hospitality expenses of the Chair, Board of Trustees		
December 12, 2019	The Bicycle Thief, Halifax	Lunch - donor relations	3	78.59
February 19, 2020	The Bicycle Thief, Halifax	Lunch - outreach activities	2	58.94
March 6, 2020	Westin, Halifax	International Women's Forum Breakfast - Outreach activities	10	600.00
Total				\$ 1,925.46