

Travel and Hospitality expenses

April 1, 2019 to March 31, 2020

Name Fiona Valverde
Position Vice-President, Revenue Generation

Travel

Departure date	Return date	Destination	Purpose	Airfare	Other transportation	Accommodation	Meals and incidentals	Other expenses	Total (excluding taxes)
May 17, 2019	May 17, 2019	Halifax	Local travel - Donor relations	-	5.22	-	-	-	5.22
May 20, 2019	May 22, 2019	Montreal	Donor relations	603.24	63.02	521.32	228.81	-	1,416.39
June 4, 2019	June 5, 2019	Toronto	Donor relations	464.25	150.74	197.60	166.35	-	978.94
November 18, 2019	November 19, 2019	Montreal	Donor relations	891.24	178.89	221.96	172.44	-	1,464.53
February 23, 2020	February 25, 2020	Toronto	Donor relations and event	453.25	107.59	511.06	106.68	-	1,178.58
March 28, 2020	March 30, 2020	Washington	Professional Development - Note 1	570.60				1,229.13	1,799.73
Total				\$ 2,982.58	\$ 505.46	\$ 1,451.94	\$ 674.28	\$ 1,229.13	\$ 6,843.39

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		
May 1, 2019	The Bicycle Thief, Halifax	Lunch - Donor relations	2	48.28
June 4, 2019	Intercontinental Toronto Centre	Breakfast - Donor relations	3	56.88
June 4, 2019	Earls Restaurants, Toronto	Lunch - Donor relations	2	44.72
November 19, 2019	Universel Dejeuner Grill, Montreal	Lunch - Donor relations	2	64.26
Total				\$ 214.14