

**Travel, Meal & Hospitality Expenses**

Name	Position	Purpose	Start Date	End Date	Destination	Attendees	Other Attendees	Air Fair	Other Transportation- details	Other Transportation- Amount	Accommodation	Meals	Incidentals	SUBTOTAL	Hospitality	Other Expenses	TOTAL
Nom	Titre	But	Date de debut	Date de fin	Destination	Participants	Autres participants	Tarifit aerien	Autre mode de transport	Autre mode de transport montant	Hebergement	Repas	Frais accessoires	TOTAL PARTIEL	Accueil	Autres depenses	TOTAL
Dejardin, Ian	Executive Director	Meetings with National Gallery of Canada, Canadian War Museum and Ministry	October-10-17	October-14-17	Ottawa			\$339.28	Taxi	103.87	\$852.85			\$1,296.00			\$ 1,296.00
Dejardin, Ian	Executive Director	Meeting with Winnipeg Art Gallery exhibition planning	October-20-17	October-25-17	Winnipeg			\$584.75	Taxi	41.5	\$744.32	\$163.00		\$1,533.57			\$ 1,533.57
Dejardin, Ian	Executive Director	Attended Museum Trustee Association Conference in Philadelphia	November-02-17	November-04-17	Philadelphia			\$403.64	Taxi	90.56	\$829.23	\$92.14		\$1,415.57			\$ 1,415.57
Dejardin, Ian	Executive Director	Lunch meeting with prospect donor	November-13-17	November-13-17										\$0.00	\$121.00		\$ 121.00
Dejardin, Ian	Executive Director	Meeting with prospect donor or archival collection. Taxi to and from meeting. No public transit available	November-22-18	November-22-18					Taxi	81.27				\$81.27			\$ 81.27
Dejardin, Ian	Executive Director	Meeting with Board of Director	December-08-17	December-08-17					Taxi	72.44				\$72.44			\$ 72.44
Dejardin, Ian	Executive Director	Select works to be borrowed from National Gallery for exhibition	December-15-17	December-15-17	Ottawa			\$365.27						\$365.27			\$ 365.27
Stanners, Sarah	Director, Curatorial & Collections	Meeting with potential Guest Curator	October-04-17	October-04-17								\$36.00		\$36.00			\$ 36.00
Stanners, Sarah	Director, Curatorial & Collections	Meeting with Guest Artist	October-10-17	October-10-17								\$95.57		\$95.57			\$ 95.57
Stanners, Sarah	Director, Curatorial & Collections	Hosting Guest Curator	October-12-17	October-12-17								\$113.05		\$113.05			\$ 113.05
Stanners, Sarah	Director, Curatorial & Collections	Meeting with Potential Donor	October-13-17	October-13-17					Parking	\$12.00				\$12.00			\$ 12.00
Stanners, Sarah	Director, Curatorial & Collections	Meeting with Estate Conservator	October-17-17	October-17-17								\$50.66		\$50.66			\$ 50.66

Stanners, Sarah	Director, Curatorial & Collections	Art Fair opening	October-25-17	October-25-17					Parking	\$18.00				\$18.00		\$ 18.00			
Stanners, Sarah	Director, Curatorial & Collections	Art Advisory Meeting	October-26-17	October-26-17					Parking	\$10.00				\$10.00		\$ 10.00			
Stanners, Sarah	Director, Curatorial & Collections	Meeting with Artist	December-04-17	December-04-17					Parking	\$6.75				\$6.75		\$ 6.75			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect Sponsor	October-17-17	October-17-17					Parking	\$30.00				\$30.00		\$ 30.00			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect	October-19-17	October-19-17					Taxi	\$15.64				\$15.64		\$ 15.64			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect Donor	October-25-17	October-25-17					Taxi	\$23.31				\$23.31		\$ 23.31			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect	October-26-17	October-26-17					Taxi	\$29.10				\$29.10		\$ 29.10			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect Donor	October-27-17	October-27-17					Parking	\$18.00				\$18.00		\$ 18.00			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Prospect Donor	November-08-17	November-08-17					Parking	\$9.00				\$9.00		\$ 9.00			
Pottie, Lisa	Director, Development & Donor Relations	Development Meeting	November-09-17	November-09-17					Parking	\$10.00				\$10.00		\$ 10.00			
Pottie, Lisa	Director, Development & Donor Relations	Professional Development	November-20-17	November-21-17					Taxi & Parking	\$44.60				\$44.60		\$ 44.60			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Development Committee	November-22-17	November-22-17					Parking	\$12.50				\$12.50		\$ 12.50			
Pottie, Lisa	Director, Development & Donor Relations	Industry Presentation	November-30-17	November-30-17						\$12.50				\$12.50		\$ 12.50			
Pottie, Lisa	Director, Development & Donor Relations	Business Dinner	December-06-17	December-06-17								\$50.10		\$50.10		\$ 50.10			
Pottie, Lisa	Director, Development & Donor Relations	Meeting with Consultants	December-13-17	December-13-17					Taxi	\$13.20				\$13.20		\$ 13.20			
Benvenuto, Mary	Director, Finance & Operations	Ministry Session (Industry based)	December-12-17	December-13-17					Parking	\$14.00				\$14.00		\$ 14.00			
										\$1,692.94		\$668.24	\$2,426.40	\$600.52	\$0.00	\$5,388.10	\$121.00	\$0.00	\$5,509.10