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Vendor Name** ROPPOO, Erica				-			3047873			
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**This form may not be altered in any manner. <u>All</u> mandatory fields must be completed and filled <u>in electronically</u>. Incomplete forms will be returned to the originator for corrections prior to being processed for payment. <u>Hand written forms will not be accepted</u> and will be returned to the division.

Updated: June 2015

Important note: Employees seeking reimbursement and program administration staff are responsible for blacking out or severing the full credit card numbers and/or non-business phone numbers that may appear on original receipts before sending to Accounts Payable for processing.

ASF.0030.02



REPORT ON CONFERENCE

Employee Name:

Erica Roppolo

Division:

Economic Development & Culture

Date Submitted:

May 2, 2019

Name of Conference: CMA 2019 National Conference

Location:

Hilton Toronto, Toronto, ON

Date(s) Attended:

April 16 & 17, 2019

Describe the benefits from attending the Conference (including any benefits to you and to the City):

Personal Development: Of the sessions I attended, the most beneficial were:

1) Keynote Address: Maayan Ziv - Maayan's openness about her journey of a person living with a disability was extremely engaging and thought provoking. The work that Maayan is doing through her app Access Now encouraged me to think about the accessibility of my workplace -Fort York – and how the physical and intellectual barriers that may be presented to individuals visiting the museum can be eradicated.

2) The Art of Engagement: How Museums Can Use Artist Residencies to Help Tell Their Stories - This panel discussion offered a multitude of advice on how to start and maintain an artist in residence program. This advice included 'Tips for Artist Residencies', and living examples from the Canadian Museum of Immigration at Pier 21, City of Waterloo, The Rooms,

and the Aga Khan Museum.

3) Community Engaged Research - This educational session focused on the different ways in which a museum or similar institution can create and maintain relationships with their immediate or target communities. A particularly poignant discussion offered advice on building relationships before any resources from that community is needed.

Networking: I was able to connect with exhibitors during networking breaks as well as museum colleagues from across Canada during educational sessions.

City Benefits (including financial benefits): As a CMA 2019 National Conference delegate, I represented the City of Toronto's Museums and Heritage Services unit and Fort York NHS.

Employee's signature:	Date: May 2, 2019
Approved by (please print): Mike Willia Division H	ead or Designate
Signature:	Date: 0AY 1 4 2019

Note: Please complete this form within 10 days after attending the conference.

RFCEIVED MAY 1 3 2019



Updated: March 2016

Accounting Services Division Corporate Accounts Payable

Request for Authorization

Attendance at Conferences/Seminars, Training and Business Travel

Name: Erica Roppole	This form should be comp any training, business trav The \$3,500 limit does not	el, and/or attending any	conference/semi:	nar.			
Division: Economic Development and Culture Work Address: 200 Fort York Brd, Toronto, ON MSV 3K9 Outside Ontario Outside Ontari					_		
Work Address 250 Fort York Blvd, Toronto, ON MSV 3K9 Canadian Museums Association National Conference Within GA 2	Name:	Erica Roppolo					
Name of Conference/Seminar/Training: Consider Museums Association National Conference	Division:	Economic Developn	ent and Cultu	re			
Destination: Toronto & CTA Destination: Toronto & CTA Start Date: 14-App-19	Work Address:	250 Fort York Blvd	, Toronto, ON	M5V 3K9			
Within GTA Toronto & GTA Start Date: Toronto &	Name of Conference	/Seminar/Training:	11	C	anadian Museums	Association National C	onference
Destination: Toronto & GTA		4	Outside GTA & v	vithin Ontario		Outside Ont	ario/Canada 📙
Are breakfast, lunch and/or dinner meals provided by the Sponsor? Please specify? (Meals will be deducted from per Diem as stated in Business Exp Policy) Yes, meals are included. Purpose: Use space provided below for full description This will be my first opportunity to attend a CMA National Conference as a Museum Outreach Officer at Fort York NHS. A short event description is below: "CMA 2019 will offer a hub for knowledge sharing, providing you ample opportunity to network with your peers and colleagues from across Canada. Our goal is to showcase today's best practices, to shine a light on the museum of tomorrow: the 2019 theme will explore how museums can learn from what is happening odday to successfully plan the future." I look forward to learning from my colleagues in the museum scommunity, making new connections, and hearing from keynote speakers, particular Keat Monkman and Thomson Highway. **ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes) **ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes) **ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes) **ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes) **ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes) **I unit local currency = \$					(1)		10
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RECEIPT

SEND TO:

Erica Roppolo
Fort York National Historic Site - City of Toronto

RECEIPT NO: 20596 DATE PAID: 6-Mar-2019

CMA 2019 National Conference

DESCRIPTION	AMOUNT
Erica Roppolo	
Basic Conference fee (member rate) - \$650.00 Basic Multi-Delegate Rate (plus tax)	\$650.00
EventTax13 on \$650.00	\$84.50
Total	\$734.50
Total Paid	\$734.50

Transaction #	Date	Paid by	Amount
060319E3C-803A3E95-6053-4FEC-B4AB-613124D24ED3	03/06/2019 12:40	MC	\$734.50

Business No.: 10686 4374 RT0001 THANK YOU FOR YOUR PAYMENT

Canadian Museums Association 280 Metcalfe Street Suite 400 Ottawa, ON K2P 1R7 Phone: 613-567-0099