



Chicago Metropolitan Agency for Planning

433 West Van Buren Street
Suite 450
Chicago, IL 60607

312-454-0400
cmap.illinois.gov

To: CMAP Board

From: Blanca Vela-Schneider

Date: February 24, 2023

Re: Executive Director Erin Aleman
Out-of-region travel summary for the month of January 2023

Below is a list of expenses related to Executive Director Aleman's out-of-region travel during the month of January 2023. Expenses listed below are from the National Association of Regional Councils (NARC) Conference.

**National Association of Regional Councils
Washington, DC
01/22/2023 – 01/25/2023**

Description	Date Expense Incurred	Expense Amount
Conference Registration	12/21/2022	\$565
Flight – American Airlines & United Airlines	01/02/2023	\$412.80
Transportation	01/22/2023-01/25/2023	\$145.80
Hotel Reservation – Hyatt Hotel	01/25/2023	\$775.92
Per Diem	01/22/2023 - 01/25/2023	\$155
Total:	\$2,054.52	

ACTION REQUESTED: Information