

**Portland Development Commission (PDC)
Executive Director Calendar**

These weekly calendars represent Executive Director Patrick Quinton's regular schedule of meetings plus any additional special meetings. The Director is often double-booked and his calendar may change on short notice.

Week of August 6 – 10, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00 a.m. Peter Parisot	8:30 – 9:30 a.m. Project Update	9:00 – 10:00 a.m. Patrick/Staff 1:1	8:30 – 9:30 a.m. Patrick/Staff 1:1	8:00 – 9:00 a.m. Project Update
11:00 – 11:30 a.m. Patrick/Staff 1:1	10:45 – 11:45 a.m. Chase / NPI Press Conference	10:30 – 11:30 a.m. Jeff Cogen	10:30 a.m. – 12:00 p.m. Planning & Development Directors' Meeting	9:00 – 11:00 a.m. Project Update
11:30 a.m. – 2:30 p.m. Office Time	2:00 – 2:30 p.m. Phone Call w/ Karen Goddin	2:00 – 3:00 p.m. Patrick/Staff 1:1	1:00 – 2:30 p.m. PDC / BPS Monthly Check-in	11:00 – 11:30 a.m. Patrick/Staff 1:1
2:30 – 4:30 p.m. Leadership Team	2:30 – 3:00 p.m. Chair Andrews	3:00 – 4:00 p.m. Tonia McConnell	3:00 – 4:00 p.m. Commissioner Briefing	2:00 – 3:00 p.m. Project Updated
	3:00 – 4:00 p.m. Project Update	4:00 – 5:00 p.m. Patrick/Staff 1:1	4:00 – 5:00 p.m. Office Time	3:00 – 4:00 p.m. Patrick/Staff 1:1
	4:00 – 4:45 p.m. Lara Cunningham			4:15 – 5:00 p.m. Peter Parisot

Week of August 13 – 17, 2012

Monday	Tuesday	Wednesday	Thursday	Friday
9:30 – 10:30 a.m. Private Appointment	8:00 – 9:00 a.m. Beam Development	8:00 – 10:30 a.m. Commission Meeting	8:00 a.m. – 5:00 p.m. Leadership Team Offsite Retreat	Vacation
11:00 a.m. – 12:00 p.m. Commissioner Briefing	10:00 a.m. – 12:00 p.m. Leadership Team	12:00 – 2:00 p.m. Portland 100 Executive Committee		
12:00 – 1:00 p.m. Meeting w/ Chair Andrews, Homer Williams, and Dike Dame	1:00 – 2:00 p.m. PDC/Mayor Check-in	2:00 – 3:00 p.m. Patrick/Staff 1:1		
1:30 – 2:00 p.m. Project Update	2:30 – 3:30 p.m. Commissioner Briefing	3:00 – 3:30 p.m. Project Update		
2:00 – 3:00 p.m. Matt Collier	4:30 – 5:00 p.m. Phone Interview w/ Portland Business Journal	3:30 – 4:00 p.m. Project Update		
3:00 – 5:00 p.m. Office Time		4:00 – 5:00 p.m. Office Time		