

**PROSPER PORTLAND
Executive Director Calendar**

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

Week of November 13 – November 17, 2017

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:30 AM – 12:00 PM Internal Staff Meeting</p> <p>1:00 PM – 2:30 PM Build Portland Advisory Meeting</p> <p>2:30 PM – 5:00 PM Desk Time</p>	<p>7:30 AM – 9:00 AM Portland Business Alliance Board Meeting</p> <p>9:30 AM – 11:00 AM Internal Staff Meeting</p> <p>11:30 AM – 1:00 PM Meeting w/ Mayor Ted Wheeler's Office & Legacy Health Systems</p> <p>1:00 PM – 2:30 PM Internal Staff Meeting</p> <p>2:30 PM – 3:00 PM Meeting w/ JT Flowers</p> <p>3:00 PM – 5:00 PM Office and Internal Staff Meetings</p>	<p>8:00 AM – 11:30 AM Office and Internal Staff Meetings</p> <p>11:45 AM – 12:45 PM Check-In w/ Commissioner Gambetti</p> <p>1:00 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 3:30 PM Monthly Check-In w/ Tom Rinehart</p> <p>3:30 PM – 4:00 PM Desk Time</p> <p>4:00 PM – 5:00 PM Prosper Portland & Bureau of Planning Services Monthly Check-In</p>	<p>7:00 AM – 9:30 AM PRESENT/PANELIST: Urban Land Institute Northwest: Emerging Trends in Real Estate</p> <p>10:00 AM – 11:00 AM Desk Time</p> <p>11:30 AM – 1:00 PM MODERATOR: Oregon Environmental Council-Business Forum</p> <p>2:00 PM – 5:00 PM Office and Internal Staff Meetings</p>	<p>8:00 AM – 8:45 AM Desk Time</p> <p>9:00 AM – 10:00 AM Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>11:30 AM – 1:00 PM Murdock Trust & Community Leaders Luncheon</p> <p>1:15 PM – 5:00 PM Office and Internal Staff Meetings</p> <p>5:30 PM – 9:00 PM NAYA Annual Gala Event</p>

Week of November 20 – November 24, 2017

Monday	Tuesday	Wednesday	Thursday	Friday/Saturday
<p>8:00 AM – 12:30 PM Office and Internal Staff Meetings</p> <p>1:00 PM – 1:30 PM Meeting w/ David Greenidge</p> <p>2:00 PM – 3:00 PM Monthly Check-In w/ Commissioner Saltzman</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Prosper Portland & Office of Management & Finance</p> <p>4:00 PM – 5:00 PM Meeting re: Eastbank Crescent w/ City Bureau Partners</p>	<p>9:00 AM – 1:30 AM Office and Internal Staff Meetings</p> <p>2:00 PM – 2:30 PM Meeting w/ Marshal Runkel</p> <p>2:30 PM – 3:00 PM Internal Staff Meeting</p> <p>3:00 PM – 4:00 PM Prosper Portland /Portland Housing Bureau Monthly Check-in</p> <p>4:00 PM – 5:00 PM Meeting w/ Northwest Natural</p>	<p>8:00 AM – 10:00 PM Office and Internal Staff Meetings</p> <p>10:30 AM – 11:30 AM Mayor's Office/Prosper Portland Leadership Weekly Check-In</p> <p>11:30 AM – 12:30 PM Monthly Check-In w/ Commissioner Fritz</p> <p>1:0 PM – 5:00 PM Desk Time</p>	<p align="center">Holiday Offices Closed</p>	<p align="center">Holiday Offices Closed</p>