

**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 May 27 – May 31, 2019

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	<p align="center">8:00 AM – 9:30 AM Internal Staff Meetings</p> <p align="center">9:30 AM – 11:00 AM Meeting w/ Cole Reed</p> <p align="center">11:30 AM – 5:00 PM Office & Internal Staff Meetings</p>	<p align="center">8:30 AM – 9:00 AM Weekly Check-In w/ Mayor Wheeler & Tom Rinehart</p> <p align="center">9:30 AM – 12:00 PM Office & Internal Staff Meetings</p> <p align="center">1:00 PM – 1:30 PM Telephone Call w/ Rebecca Esau</p> <p align="center">1:30 PM – 3:30 PM Internal Meeting</p> <p align="center">3:30 PM – 4:00 PM Telephone Call w/ Tom Kemper</p> <p align="center">4:00 PM – 4:45 PM Meeting w/ Brad Malsin & Ken Wilson</p>	<p align="center">8:30 AM – 11:30 AM Internal Staff Meetings</p> <p align="center">12:00 PM – 1:00 PM Meeting w/ Various City of Portland Bureau Directors</p> <p align="center">1:30 PM – 2:30 PM Internal Staff Meeting</p> <p align="center">2:30 PM – 4:00 PM Meeting w/ Hays Witt & Vivian Satterfield</p> <p align="center">4:00 PM – 5:00 PM Internal Staff Meeting</p> <p align="center">5:00 PM – 5:30 PM Telephone Call w/ Kimberly Melton</p>	<p align="center">9:00 AM – 10:00 AM Mayor’s Office/Prosper Portland Leadership Weekly Check-In</p> <p align="center">10:00 AM – 12:00 PM Desk Time</p> <p align="center">12:00 PM – 6:00 PM Attend: My People’s Market</p> <p align="center">1:00 PM – 2:00 PM Meeting with Michael Zamore</p> <p align="center">5:30 PM – 8:30 PM Attend: United for Equity</p>