

**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. **Due to Covid-19, meetings were held virtually during this time.**

**Week of December 28 – January 1, 2021**

Monday	Tuesday	Wednesday	Thursday	Friday
				Vacation

**Week January 4 – January 8, 2021**

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:00 AM – 1:00 PM Office &amp; Internal Staff Meetings</p> <p align="center">1:00 PM – 2:00 PM Monthly Check-In w/ Commissioner Hardesty</p> <p align="center">2:00 PM – 5:00 PM Office &amp; Internal Staff Meetings</p>	<p align="center">8:30 AM – 9:30 AM Office &amp; Internal Staff Meeting</p> <p align="center">9:30 AM – 10:15 AM Meeting w/ Mayor Wheeler's &amp; City Attorney's Offices</p> <p align="center">10:15 AM – 11:45 AM Internal Staff Meeting</p> <p align="center">1:00 PM – 2:00 PM Office</p> <p align="center">2:00 PM – 3:00 PM Greater Portland Economic Development District Executive Committee</p> <p align="center">3:00 PM – 4:00 PM Internal Staff Meeting</p> <p align="center">4:00 PM – 4:30 PM City Bureau Directors Check-in</p> <p align="center">4:30 PM – 5:00 PM Monthly Check-In w/ Chair Gustavo Cruz</p>	<p align="center">8:30 AM – 9:30 AM Office &amp; Internal Staff Meeting</p> <p align="center">9:30 AM – 11:30 AM Attend: Portland City Council</p> <p align="center">11:30 AM – 5:00 PM City of Portland Personnel Interviews</p>	<p align="center">8:30 AM – 12:00 PM Office &amp; Internal Staff Meetings</p> <p align="center">12:00 PM – 1:00 PM Bureau Directors Meeting</p> <p align="center">12:00 PM – 1:30 PM Greater Portland Inc., Executive Committee Meeting</p> <p align="center">1:30 PM – 2:30 PM Internal Staff Meeting</p> <p align="center">2:30 PM – 3:00 PM Meeting w/ Kenechi Onyeagusi</p> <p align="center">3:00 PM – 4:30 PM Internal Staff Meeting</p>	<p align="center">8:00 AM – 9:30 AM Office</p> <p align="center">9:30 AM – 9:55 AM Telephone Call w/ Mark Falcone</p> <p align="center">10:00 AM – 1:30 PM Internal Staff Meetings</p> <p align="center">1:30 PM – 2:00 PM Telephone Call w/ Shoshanah Oppenheim</p> <p align="center">2:00 PM – 2:15 PM Telephone Call w/ Andrew McGough</p> <p align="center">2:15 PM – 2:30 PM Telephone Call w/ Joy Church</p> <p align="center">2:30 PM – 4:00PM Office &amp; Internal Staff Meeting</p> <p align="center">4:00 PM – 5:00 PM Meeting w/ Sonia Schmanski &amp; Kristin Dennis</p>