

**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 March 14 – March 18, 2022**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p align="center">8:00 AM – 9:00 AM Office</p> <p align="center">9:00 AM – 10:30 AM Community Budget Committee</p> <p align="center">10:30 AM – 1:00 PM Office</p> <p align="center">1:00 PM – 4:00 PM Attend: City Council Budget Work Session</p> <p align="center">4:00 PM – 5:00 PM Office</p>	<p align="center">8:30 AM – 9:00 AM Internal Staff Meetings</p> <p align="center">12:00 PM – 2:30 PM Attend: Meeting w/ Small Business Administration at Portland Mercado</p> <p align="center">1:30 PM – 2:30 PM Meeting w/ Mayor Wheeler’s Office</p> <p align="center">3:00 PM – 4:00 PM Attend: Greet &amp; Grow 2022</p> <p align="center">4:00 PM – 4:30 PM Directors Bi-Weekly Check-In</p>	<p align="center">8:00 AM – 9:00 AM Greater Portland Inc., Monthly Board Meeting</p> <p align="center">9:00 AM – 10:30 AM Office &amp; Internal Staff Meeting</p> <p align="center">10:30 AM – 12:00 PM Planning &amp; Development Meeting</p> <p align="center">12:30 PM – 1:00 PM Internal Staff Meeting</p> <p align="center">1:00 PM – 1:45 PM Meeting w/ Greater Portland Inc.</p> <p align="center">1:30 PM – 2:00 PM Meeting w/ Mayor Wheeler</p> <p align="center">2:00 PM – 5:00 PM Internal Staff Meetings</p>	<p align="center">8:00 AM – 8:30 AM Weekly Check-In w/ Mayor Wheeler’s Office</p> <p align="center">8:30 AM – 9:00 AM Internal Staff Meeting</p> <p align="center">9:00 AM – 10:00 AM Private Appointment</p> <p align="center">10:00 AM – 12:00 PM Office &amp; Internal Staff Meetings</p> <p align="center">1:30 PM – 2:00 PM Internal Staff Meeting</p> <p align="center">2:00 PM – 5:00 PM Attend: City Council Work Session</p>	<p align="center">8:00 AM – 8:30 AM Internal Staff Meetings</p> <p align="center">10:30 AM – 11:30 AM Meeting w/ Bureau of Planning &amp; Sustainability</p> <p align="center">11:30 AM – 12:00 PM Free</p> <p align="center">12:00 PM – 1:00 PM Monthly Meeting w/ Shannon Callahan</p> <p align="center">1:00 PM – 5:00 PM Office &amp; Internal Staff Meetings</p>

**Week March 21 – March 25, 2022**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Vacation	Vacation	Vacation	Vacation	Vacation