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**Schedule & Agenda – ICMA Executive Board Meeting**

**June 21-22, 2024**

**Philadelphia, Pennsylvania, U. S.**

**Hotel and Meeting Location**

Westin Philadelphia, 99 South 17th Street at Liberty Place.

Philadelphia, PA, U.S.



**Airport:** The nearest airport is the Philadelphia International Airport (PHL)

**Transportation:**

* Uber/Lyft from PHL Airport to hotel – approximately 20 minute drive to/from the hotel-estimated cost $30
* Amtrak 30th Street Station to Philadelphia $8.15 – approx. six minute ride from hotel

**Staff Contacts:** Should you have last-minute cancellations, flight delays, or need assistance onsite, please notify: **Rene Dowl –** [**rdowl@icma.org**](mailto:rdowl@icma.org) **202-962-3618 or**

**Liz Culkin –** [**lculkin@icma.org**](mailto:lculkin@icma.org) **202-962-3641**

**Thursday, June 20 – Arrival Day**

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| **Time** | **Description** | **Location** |
| 5:30 – 7:30 pm  ET | **WELCOME RECEPTION** - Board Members, Partners, ICMA Leadership Team | Franklin Room |

**Friday, June 21 – ICMA Executive Board Meeting**

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| **Time** | **Description** | **Location** |
| 8:00 – 9:00 am  ET | **BREAKFAST** – Board Members, Partners, ICMA Leadership Team | Georgian Foyer |
| 9:00 – 9:30 am  ET | **ICMA Executive Board Meeting:**   * **Welcome and Introductions** * **Consent Agenda  -** Approval ofMinutes of March 8-9, 2024, Meeting   **-**Approval of Minutes of the April 22, 2024, Special Meeting (Virtual) |  |
| 9:30 – 11:00 am  ET | **EXECUTIVE SESSION**   * Briefing from Legal Counsel-Greg Jacobs, Polsinelli Law firm in DC and William Cook, (outside counsel) |  |

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| 11:00-11:15 am  ET | **BREAK** | Georgian Foyer |
| 11:15 am –3:00 pm  ET | **EXECUTIVE SESSION**   * Confidential Board Discussion | Georgian |
| 3:00 – 4:00 pm ET | **EXECUTIVE SESSION**   * Update from the CEO/ED Performance Evaluation Board Committee Chair | Georgian |
| 4:00 – 5:15 pm ET | **EXECUTIVE SESSION**   * CPC Ethics cases for review and discussion (three cases) | Georgian |
| 6:00 – 9:00 pm  ET | **COCKTAIL RECEPTION and DINNER** – Board Members, Partners, ICMA Staff | Del Frisco’s  1426-1432 Chestnut Street S |

**Saturday, June 22 – ICMA Executive Board Meeting**

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| **Time** | **Description** | **Location** |
| 8:00 – 9:00 am  ET | **BREAKFAST** – Board Members, Partners, ICMA Leadership Team | Georgian Foyer |
| 9:00 –9:30 am  ET | **PRESIDENT-ELECT INTERVIEW**   * Preparation for Interviews | Georgian |

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| 9:30 - 10:30 am ET | **EXECUTIVE SESSION**  **President-Elect Interview- Michael Land, City Manager, Coppell, Texas** | Georgian |
| 10:30 – 11:00 am ET | **Deliberation and Selection of ICMA's 2024-25 President-Elect** | Georgian |
| 11:00 am – 12:00 pm ET | **ICMA Executive Board Meeting:**   * **Management Reports *(no action required)***   + Report on FY2024 third quarter Financial Results   + Report on Third Quarter Progress Toward Strategic Plan Priorities   + Risk Analysis of ICMA's Grants and Contracts Activities   + Update on Proposed Certification Program   + Update on Building Financing Activities   + Update on Global Engagement Activities and Governance Task Force * **MEMBERSHIP AND EXTERNAL OUTREACH COMMITTEE**   + Approval of Annual Distinguished Service Award Recipients   + Approval of Annual Honorary Membership Recipients   + Approval of Life Membership Nomination-Cynthia Seelhammer   + Assessment of 2023-2024 Regional Nominations Process | Georgian |
| 12:00 – 1:00 pm  ET | **LUNCH** – Board Members, Partners, ICMA Staff | Georgian Foyer |
| 1:00 – 2:30 pm  ET | * **CEO/Executive Director’s Report - Report/Discussion** of Communication Strategy – 720 Strategies – Tom Cochran, Partner and Beth Davis, Sr. Social Media Manager | Georgian |
| 2:30 – 2:45 pm  ET | **BREAK** |  |

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| 2:45 – 3:30 pm  ET | * **GLOBAL VISION AND COLLABORATION COMMITEE**   Presentation of decision matrix  Presentation of relationship status table | Georgian |
| 3:30 – 4:30 pm ET | **ICMA Executive Board Meeting:**   * **AUDIT, FINANCE, AND BUSINESS OPERATIONS COMMITTEE** Presentation and approval of ICMA's FY2025 Budget. | Georgian |
|  | * **REPORTS FROM BOARD LIAISONS TO MEMBER COMMITTEES AND TASK FORCES** |  |
|  | * **BOARD OPEN DISCUSSION** |  |
|  | * **ADJOURNMENT** |  |
| 6:00 – 9:00 pm  ET | * **DINNER**   Board Members, Partners, ICMA  Staff | Barclays Prime |