

Schedule & Agenda – ICMA Executive Board Meeting March 8-9, 2024 Vancouver, British Columbia, Canada

Hotel and Meeting Location:

Fairmont Waterfront
900 Canada Place
Vancouver, British Columbia, Canada



Airport: The nearest airport is the Vancouver International Airport (YVR)

Transportation:

- Uber/Lyft from YVR Airport to hotel - - approximately 30-40 minute drive to/from the hotel- estimated rate \$30.

Staff Contacts: Should you have last-minute cancellations, flight delays, or need assistance onsite, please notify Amber Snowden:

- Amber Snowden – asnowden@icma.org 202.460.2280

Thursday, March 7 – Arrival Day/Reception

Time	Description	Location
7:30 – 9:00 pm PST	WELCOME RECEPTION - Board Members, Partners, ICMA Leadership Team	Fairmont Waterfront Hotel - Terrace Room

Friday, March 8 – ICMA Executive Board Meeting

Time	Description	Location
8:00 – 9:00 am PST	BREAKFAST - Board Members, Partners, ICMA Leadership Team	Fairmont Waterfront Hotel - Cheakamus Room
9:00 am – 9:30 am PST	ICMA Executive Board Meeting: <ul style="list-style-type: none"> ▪ Welcome and Introductions ▪ CEO/Executive Director’s Report 	Fairmont Waterfront Hotel - Malaspina Room
9:30 – 10:20 am PST	EXECUTIVE SESSION: <ul style="list-style-type: none"> ▪ Briefing from Legal Counsel 	Fairmont Waterfront Hotel - Malaspina Room
10:20 – 10:30 am PST	BREAK <i>ICMA Staff return to meeting room</i>	
10:30 am – 12:00 pm	ICMA Executive Board Meeting: <ul style="list-style-type: none"> ▪ Consent Agenda <ul style="list-style-type: none"> ▪ Approval of Minutes of December 2023 Meeting ▪ President’s Report <ul style="list-style-type: none"> ▪ Approval of Interview Schedule & Questions for 2024 President-Elect Selection Process ▪ Approval of President-Elect Candidates to be Interviewed by the Board at the June 2024 Meeting ▪ Board Working Group – Discussion and Approval of Governance Principles and Operating Procedures 	Fairmont Waterfront Hotel - Malaspina Room

12:00 – 1:00 pm PST	LUNCH - Board Members, Partners, ICMA Staff	Fairmont Waterfront Hotel - Cheakamus Room
1:00 – 1:45 pm PST	EXECUTIVE SESSION: <ul style="list-style-type: none">▪ Evaluation Committee	Fairmont Waterfront Hotel - Malaspina Room
1:45 – 5:00 pm PST	ICMA Executive Board Meeting: <ul style="list-style-type: none">▪ Management Reports (<i>no action required</i>)<ul style="list-style-type: none">▪ Report on FY2024 Second Quarter Financial Results▪ Report on FY2024 Second Quarter Progress Toward <i>Envision ICMA</i> Strategic Plan Priorities▪ Update on Activities Related to the Financing of ICMA’s Headquarters Building▪ Update on 2028 and 2029 ICMA Annual Conferences City Selection▪ Update on Grant and Contract Funded Training, Technical Assistance, and Research▪ Update on Global Engagement Activities and Governance Task Force▪ Update on Certification Program Expansion RFP Process▪ Update on Development of Professional Development Programs▪ Update on Selection of Strategic Communications PR Firm▪ Audit, Finance and Business Operations Committee<ul style="list-style-type: none">▪ Approval of ICMA’s Financial Policies▪ Membership and External Outreach Committee<ul style="list-style-type: none">▪ Approval of Life Membership for Gerald “Jerry” Newfarmer▪ Update on Efforts to Improve Awareness of following the ICMA	Fairmont Waterfront Hotel - Malaspina Room

	<p>Code of Ethics in the Membership Application for New and Continuing Members (<i>no action required</i>)</p> <ul style="list-style-type: none"> ▪ Approval of Name and Scope Change for ICMA Conference Planning Committee ▪ Global Vision and Collaboration Committee. <ul style="list-style-type: none"> ▪ Approval of International Relationship Model Protocols ▪ Report on AI Ula Global Summit 	
6:30 – 7:00 pm PST	COCKTAIL RECEPTION - Board Members, Partners, ICMA Staff	Fairmont Waterfront Hotel – Princess Louisa Suite
7:00 – 9:00 pm PST	DINNER – Board Members, Partners, ICMA Staff	Fairmont Waterfront Hotel – Princess Louisa Suite

Saturday, March 9 – ICMA Executive Board Meeting

Time	Description	Location
8:00 – 9:00 am PST	BREAKFAST - Board Members, Partners, ICMA Leadership Team	Fairmont Waterfront Hotel - Cheakamus Room
9:00 am – 12:00 pm PST	<p>ICMA Executive Board Meeting:</p> <ul style="list-style-type: none"> ▪ Committee on Professional Conduct <ul style="list-style-type: none"> ▪ Approval of Proposed Indemnification Policy for Committee on Professional Conduct Members and Executive Board Members ▪ Reports from Board Liaisons to ICMA's Affiliate Organizations, Member Committees & Task Forces ▪ Board Open Discussion ▪ Adjournment 	Fairmont Waterfront Hotel - Malaspina Room

12:00 – 1:00 pm PST	LUNCH - Board Members, Partners, ICMA Staff	Fairmont Waterfront Hotel – Cheakamus Room
1:00 – 2:30 pm PST	DEEP DIVE ON ICMA CODE OF ETHICS & ENFORCEMENT PROCESS <i>**This deep dive is geared at the first year Board members but is open to any other Board members who want to attend.</i>	Fairmont Waterfront Hotel - Malaspina Room
6:20 pm PST	WALK TO RESTAURANT <i>(approx. 1-2 minute walk)</i>	Meet in Hotel Lobby
6:30 – 7:00 pm PST	COCKTAIL RECEPTION - Board Members, Partners, ICMA Staff	Riley's Steakhouse
7:00 – 9:00 pm PST	DINNER – Board Members, Partners, ICMA Staff	Riley's Steakhouse

