

ICMA

**Schedule & Agenda – ICMA Executive Board Meeting
September 20-21, 2024
Pittsburgh, Pennsylvania, U. S.**

Hotel and Meeting Location:

Westin 1000 Penn Avenue
Pittsburgh, PA, 15222 U.S.



Airport: The nearest airport is the Pittsburgh International Airport (PIT)

Transportation:

- Uber/Lyft from PIT Airport to hotel – (19.3 mi.) approx. \$35
- **Staff Contacts:** Should you have last-minute cancellations, flight delays, or need assistance onsite, please notify: **Rene Dowl** – rdowl@icma.org 202-962-3618 or **Liz Culkin** – lculkin@icma.org 202-962-3641

Thursday, September 19 – Arrival Day

Time	Description	Location
7:00 – 9:00 pm ET	President’s Reception - Board Members, Partners, ICMA Leadership Team	Westin, Suite #2623

Friday, September 20 – ICMA Executive Board Meeting

Time	Description	Location
8:00 – 9:00 am ET	BREAKFAST – Board Members, Partners, ICMA Leadership Team	Westin, Butler Room, 2nd Floor
9:00 – 9:15 am ET	2023-2024 ICMA Executive Board Meeting: Welcome and Introductions: <i>Each member of the 2023-2024 Executive Board, Incoming Board Class, ICMA’s Leadership Team, and ICMA Regional Directors will introduce themselves.</i>	Westin, Westmoreland Room, 2nd Floor
9:15 – 9:30 am ET	Introduction of MissionSquare Retirement’s New CEO & President, Andre Robinson—(Not Attending)	
9:30 – 11:15 am ET	Executive Session <ul style="list-style-type: none"> • Personnel Matter • Discussion Regarding Public Censure Notification to Membership 	
11:15 – 11:50 am ET	President’s Report: <ul style="list-style-type: none"> • Approval of Dissolution of the Governance Subcommittee • Appointment of Phase II Governance Task Force Members • Approval of Board Governance Principles & Operating Procedures 	

11:50 am – 12:00 pm ET	<p>Consent Agenda:</p> <ul style="list-style-type: none"> • Approval of Minutes of June 2024 Board Meeting • Approval of General Management Recognition for the City of Ozark, MO • Approval of Nomination of Opal Mauldin-Jones (City Manager of Lancaster, TX) to Serve as Chair of the MissionSquare Board of Directors 	
12:00 – 1:00 pm ET	LUNCH	Westin, Butler Room, 2nd Floor
1:00 - 1:45 pm ET 1:45 - 2:30 pm ET 2:30 – 3:00 pm ET 3:00 – 3:15 pm ET 3:15 – 3:30 pm ET	<p>CEO/Executive Director’s Report (continued):</p> <ul style="list-style-type: none"> • Presentation on Strategic Communications Strategy • Update on Building Financing Activities • Presentation on Certification Program (<i>no action required</i>) <p>Management Reports (<i>no action required</i>)</p> <ul style="list-style-type: none"> • Report on FY2024 Fourth Quarter Financial Results • Report on Fourth Quarter Progress Toward <i>Envision ICMA</i> Strategic Plan Priorities • Update on ICMA Grants and Contracts • Update on the Global Engagement and Governance Task Force <p>Audit, Finance, and Business Operations Committee:</p> <ul style="list-style-type: none"> • Report on Finance Committee’s 2023-2024 Workplan Accomplishments (<i>no action required</i>) • Annual Review of Insurance Policies (<i>no action required</i>) 	Westin, Westmoreland Room, 2nd Floor

3:30 – 3:45 pm ET	BREAK	
3:45 – 4:20 pm ET	2023-2024 ICMA Executive Board Meeting (Continued): Membership and External Outreach Committee: <ul style="list-style-type: none"> • Report on MEOC’s 2023-2024 Workplan Accomplishments <i>(no action required)</i> • Approval of Distinguished Service Award Process Recommendations • Approval of Recommendations for Affiliate Group Participation on Regional Nominating Committees • Approval of Life Membership for Eric Norenberg 	Westin, Westmoreland Room, 2nd Floor
4:20 – 4:30 pm ET	Global Vision and Collaboration Committee: <ul style="list-style-type: none"> • Report on GVC’s 2023-2024 Workplan Accomplishments <i>(no action required)</i> 	
4:30 – 4:40 pm ET	Committee on Professional Conduct: <ul style="list-style-type: none"> • Report on CPC’s 2023-2024 Workplan Accomplishments <i>(no action required)</i> 	
4:40 – 5:00 pm ET	Executive Session – Discussion Regarding CPC Ethics Case	Westin, Westmoreland Room, 2nd Floor
5:00 – 5:15 pm ET	Board Open Discussion Adjournment	Westin, Westmoreland Room, 2nd Floor
5:15 – 5:45 pm ET	FREE TIME	
5:45 pm ET	Meet in Lobby for Transportation to Dinner	Westin Lobby

6:00 – 9:00 pm ET	COCKTAIL RECEPTION and DINNER Board Members, Partners, ICMA Staff (CEO/ED. Chief of Staff, and Board Secretariat)	LeMont Restaurant
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Saturday, September 21 – ICMA Executive Board Meeting

Time	Description	Location
7:00 am – 8:00 am ET **Note Earlier Start Time**	BREAKFAST – Board Members, Partners, ICMA Leadership Team	Westin, Butler Room, 2nd Floor
8:00 am – 9:00 am ET **Note Earlier Start Time**	Meetings of Executive Board Committees Executive Board Members with Committee Staff	Westin, Westmoreland Room, 2nd Floor
9:00 – 9:15 am ET	BREAK	
9:15 am - 10:00 am ET	Executive Director Search Discussion with MGT Charlene Stevens, Mary Jacobs, and Lane Bailey	Westin, Westmoreland Room, 2nd Floor
10:00 am - 12:15 pm ET	Board Exercise with Julia Novak <ul style="list-style-type: none"> Relationship Building and Becoming a High-Performing Board 	Westin, Westmoreland Room, 2nd Floor
12:15 – 12:30 pm ET	Discussion Regarding Board-Self Evaluation	Westin, Westmoreland Room, 2nd Floor
12:30 – 1:30 pm ET	LUNCH/Prep for Regional Meeting Presentations <i>Board Members will sit at tables by region, with their Regional Directors, to discuss and prepare for Sunday presentations at Regional Meetings (slide decks and talking points will be sent in advance).</i>	Westin, Butler Room, 2nd Floor
5:00-7:00 pm ET	ICMA Leadership Networking Event – hosted by MissionSquare Retirement	Left Field Lounge at PNC

	<p><i>Current/former ICMA Executive Board & Partners, ICMA Leadership Team, ICMA Regional Directors, Mission Square Board of Directors, Vantage Trust Board of Directors, ICMA Strategic Partners, 2024 Distinguished Service Award Winners, 2024 Honorary Membership Recipients, 45+ year Service Award Recipients, Executive Directors/residents of ICMA Affiliate Organizations & State Associations, ICMA Member Committee/Task Force Chairs, ICMA Strategic Partners, and Conference Host Committee Members.</i></p>	<p>Park (prior to the Opening Party at PNC Park</p> <p><i>**Transportation will be provided from the Hotel to this event</i></p>
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