

# Schedule & Agenda – ICMA Executive Board Meeting

## March 21-22, 2025

### Windsor, Connecticut

#### Hotel and Meeting Location:

Marriott Hartford/Windsor Airport  
28 Day Hill Road  
Windsor, Connecticut 06095



**Airport:** The nearest airport is the Bradley International Airport (BDL)

#### Transportation:

- The hotel offers complimentary shuttle service to and from Bradley International. When you have arrived and have luggage in hand, you can contact the hotel front desk at 860-688-7500 to let them know what terminal you are in. The driver will advise where to meet for your transfer to the hotel.

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

- Amber Snowden – [asnowden@icma.org](mailto:asnowden@icma.org) 202.460.2280
- Liz Culkin – [lculkin@icma.org](mailto:lculkin@icma.org) 703.597.7604

## Thursday, March 20 – Arrival Day/Reception

Time	Description	Location
6:00 – 8:00 pm EST	<b>Networking Reception with CTICMA Members -</b> Board Members, Partners, ICMA Staff	Marriott - Windsor Ballroom 3

## Friday, March 21 – ICMA Executive Board Meeting

Time	Description	Location
8:00 – 9:00 am EST	<b>BREAKFAST</b> - Board Members, Partners, ICMA Staff	Marriott - Atrium
9:00 am – 10:45 am EST	<b>ICMA Executive Board Meeting:</b> <ul style="list-style-type: none"><li>▪ <b>Call to Order and Roll Call</b></li><li>▪ <b>CEO/Executive Director's Report</b> <i>CFO to review Financial Status and discuss impact of loss of Grants and Contracts on ICMA Finances</i></li></ul>	Marriott - Windsor Ballroom 4
10:45 – 11:00 am EST	<b>BREAK</b>	
11:00 – 11:30 am EST	<b>Executive Session – Discussion on Status of ICMA Headquarters Building</b>	Windsor Ballroom 4
11:30 am – 12:00 pm EST	<b>ICMA Executive Board Meeting:</b> <ul style="list-style-type: none"><li>▪ <b>Consent Agenda</b><ul style="list-style-type: none"><li>- Approval of Minutes of December 2024 Virtual Monthly Meeting</li><li>- Approval of Minutes of February 2025 Virtual Monthly Meeting</li></ul></li><li>▪ <b>Staff Reports</b><ul style="list-style-type: none"><li>- Approval of Proposed Amendments to the Midwest Regional Nominating Agreement (Matt Fulton, Midwest Regional Director)</li><li>-</li></ul></li></ul>	Windsor Ballroom 4
12:00 – 1:00 pm EST	<b>LUNCH</b> - Board Members, Partners, ICMA Staff	Atrium

1:00 – 5:00 pm EST	<b>Executive Session</b>	Windsor Ballroom 4
6:00 pm	<b>Transportation to Dinner</b>	Meet in Hotel Lobby
6:30 – 8:30 pm EST	<b>DINNER</b> – Board Members, Partners, ICMA Staff	Max Downtown, 185 Asylum St., Hartford, CT

## Saturday, March 9 – ICMA Executive Board Meeting

Time	Description	Location
8:00 – 9:00 am EST	<b>BREAKFAST</b> - Board Members, Partners, ICMA Staff, and Guests	Atrium
9:00 am – 12:30 pm EST	<b>Executive Session</b>	Windsor Ballroom 4
12:30 – 1:30 pm EST	<b>LUNCH</b> – Board Members, ICMA Staff, Guests	Atrium
1:30 – 3:00 pm EST	<b>Executive Session</b>	Windsor Ballroom 4
3:00 – 5:00 pm EST	<b>ICMA Executive Board Meeting:</b> <ul style="list-style-type: none"> <li>▪ <b>President’s Report</b> <ul style="list-style-type: none"> <li>- Approval of Interview Questions for 2025 President-Elect Selection Process</li> <li>- Discussion and Approval of President-Elect Candidates to be Interviewed by the Board at the June 2025 Meeting</li> </ul> </li> <li>▪ <b>Reports from Board Liaisons to ICMA’s Affiliate Organizations, Member Committees &amp; Task Forces</b></li> <li>▪ <b>Board Open Discussion</b></li> <li>▪ <b>Adjournment</b></li> </ul>	Windsor Ballroom 4
6:00 pm EST	<b>BUS TO RESTAURANT</b> <i>(approx. 1-2 minute walk)</i>	Meet in Hotel Lobby
6:30 – 8:30 pm EST	<b>DINNER</b> – Board Members, Partners, ICMA Staff	Millwright's Restaurant and Tavern