

## **2020 CGMC Summer Conference – Sample Agenda**

July 29-31, 2020 **or** Aug. 5-7, 2020 **or** Aug. 12-14, 2020

**\*This is meant to be a guide as you draft your conference proposal. There is some flexibility as to the tour options and times (sometimes we do them Wednesday afternoon, other times it is Thursday morning) and other events/activities.**

### **Wednesday**

**10 a.m.-12 p.m. – Registration at conference facility**

**10:30 a.m. – CGMC Board of Directors meeting**

**12 p.m. – Conference Begins – Welcome Remarks from City Mayor**

**12:05-1:30 p.m. – Lunch with speaker**

**1:30-4 p.m. – Speakers/Presentations/Panel Discussions**

**4-5 p.m. – BREAK and Check-in at hotel**

**5 p.m. – City-sponsored dinner and activity**

### **Thursday**

*\*Breakfast on own\**

**8:30-10:30 a.m. – Tours (options vary greatly by city)**

*Attendees may participate in one of two or three tour options that highlight the city:*

- Option 1: Local Industry/Business*
- Option 2: Local Museum/Educational Facility or Historical Bus Tour of City*
- Option 3: Golf at City-Owned Course*

**10:30 a.m.-noon – Exhibitor break**

*Opportunity to meet with the businesses and organizations that will be showcasing their products and services at the conference.*

**Noon-1 p.m. – Keynote Luncheon**

**1-2:15 p.m. – Speakers and presentations**

**2:15-3 p.m. – Exhibitor break**

**3-4 p.m. – Speakers and presentations**

**4 p.m. – BREAK**

**5:30 p.m. – Cocktail reception**

**6:30 – Legislative Awards dinner**

### **Friday**

**8 a.m. – Continental breakfast at conference facility**

**8:30-11 a.m. – Membership meeting; additional speakers and presentations**

**11 a.m. – Adjourn**