**via email & posted for interested parties, November 21, 2019**

**TO: Board Strategy Committee:** Cade Burks, Debbie McKeever, Dave Darnell, Valerie Crockett, **Michael Desselle,** Mark Lauby, Lorraine Cross, Timothy Simon, Terry Thorn, Sue Tierney, Randy Parker

**cc:** NAESB Board of Directors, NAESB Advisory Council, Jonathan Booe, William P. Boswell

**FROM:** Rae McQuade

**RE:** Announcement and Agenda for the November 21, 2019 Conference Call & Web Cast from 1:30 pm to 3:00 pm Central

Dear Committee Members –

A conference call and web cast for the Board Strategy Committee has been scheduled on Thursday, November 21, 2019. The details for the conference call are shown below, including the agenda and work papers.

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| **Topic** | **Information/Requests** |
| Charge of Committee | * On September 5, 2013, the Board of Directors created a group to review the existing quadrant and segment structure of the organization and the organization’s overall strategic direction and make any identified recommendations to the Board of the Directors for consideration. On September 11, 2014, the Board of Directors adopted the first report developed by the group and voted to make the Board Strategic Plan Task Force a standing task force of the Board of Directors. During the December 13, 2018 Board of Directors meeting, the Board Strategic Plan Task Force was renamed the Board Strategy Committee
* The mission statement of the Board Strategy Committee can be found through the following hyperlink: <https://www.naesb.org/pdf4/board_strategic_plan_taskforce_mission.pdf>
* The information and materials concerning the committee’s activities are posted on the NAESB web site on the following website: [https://www.naesb.org//board\_strategic\_plan.asp](https://www.naesb.org/board_strategic_plan.asp)
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| Thursday, November 21, 2019 Conference Call & Webcast from 1:30 pm to 3:00 pm C, Call-in Information | * All NAESB meetings are open to any interested party. Please contact the NAESB office.
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| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Agenda, Adoption of the Notes
2. Review the Proposed 2020 NAESB Annual Plans adopted by the Executive Committees
3. Discuss the development of the 2020 NAESB Standards Development Survey
4. Review the Recommendations Resulting from the 2019 Sandia Surety Assessment Review
5. Other Business and Action Items
6. Adjourn
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| Meeting Materials | * **Agenda Item 1:** Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc> (antitrust), <https://naesb.org/pdf4/board_strategic_plan_taskforce_members.pdf> (roster), <http://www.naesb.org/pdf4/bd_strategic_112119a.docx> (agenda), <https://naesb.org/pdf4/bd_strategic_102518mn.docx> (notes)
* **Agenda Item 2**: Proposed 2020 WEQ Annual Plan: <https://www.naesb.org//pdf4/weq_ec101519a3.docx>; Proposed 2020 RMQ Annual Plan: <https://www.naesb.org//pdf4/retail_ec101619a3.docx>; Proposed 2020 WGQ Annual Plan: <https://www.naesb.org//pdf4/wgq_ec101719a3.docx>
* **Agenda Item 3**: Draft 2018 NAESB Standards Development Survey Report: <https://naesb.org/pdf4/bd_strategic_081718a1.docx>
* **Agenda Item 4**: Recommendations Resulting from the 2019 Sandia Surety Assessment: <https://www.naesb.org/pdf4/bd_strategic_112119w1.docx>
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| Background & Reference Materials | * Board Strategic Plan 2019 - 2021: <https://www.naesb.org/pdf4/naesb_strategic_plan_2019_2021.pdf>
* Board Strategic Plan Report: <https://www.naesb.org/pdf4/board_strategic_plan_task_force_report_adopted_091114.docx>
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| Standing Action Items | 1. The presentation concerning standards drafting should be offered to the quadrant executive committees every two years.
2. The next NAESB industry survey should be distributed after the April 2020 board meeting, so that the results can be reviewed during the September 2020 board meeting.
3. A review of the organization’s Strategic Plan and the organization’s activities should be conducted by the task force biannually, prior to the September board meeting
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