Via email and posting

March 30, 2020

**TO:** NAESB Board of Directors, Executive Committee (EC) Members, EC Alternates, NAESB Members, NAESB Advisory Council, Invited Guests, Board Revenue Committee, Board Strategy Committee

**FROM:** Rae McQuade, NAESB President

**RE: Cancellation/Postponement of NAESB Board and Related Meetings, Revenue & Board Strategy Committee Meetings**

Dear Board Members, EC Members, EC Alternates, NAESB Members, NAESB Advisory Council and invited guests,

The corona virus 2019 (COVID-19) presents an urgent and increasing threat. While we had hoped to hold our board meeting remotely, it has become clear that we will have very few board members in attendance. This is completely understandable as many of our board members are focused on the essential needs for their companies, and associated policies and procedures to protect the health and well-being of their employees. After discussing the situation with our chairman Michael Desselle and other officers, we have determined that the NAESB Board of Directors conference call scheduled to be held April 23, (9:00 am to Noon C) and the related leadership conference call to be held on April 22 (4:30 pm to 5:30 pm C) should be cancelled. We hope to reschedule the board meeting in June, as the office returns to normal operations. Similarly, the two board committees scheduled for April 3 (Revenue Committee and Board Strategy Committee) to prepare for the board meeting have also been cancelled, to be rescheduled in May/June.

We appreciate your continued support for NAESB and wish everyone the best in these trying times. Feel free to call Michael, Jonathan or me should you have any questions or need additional information.

With Best Regards,

Rae McQuade

President, North American Energy Standards Board

801 Travis, Suite 1675, Houston, Texas 77002

713-356-0060 (phone), 713-356-0067 (fax), 281-830-7406 (cell), [www.naesb.org](http://www.naesb.org) (web site)