Via email and posting

November 20, 2020

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

**FROM:** Rae McQuade, NAESB President

**RE:** Announcement - NAESB Board of Directors Virtual Meeting – December 17, 2020

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

On December 17, 2020 at 9:00 am Central, NAESB will host the final scheduled Board of Directors Meeting of 2020. As done in September, the meeting will be held virtually utilizing the Zoom platform. The agenda and work papers for the meeting will be provided to you shortly. During the meeting, we plan to review the status of the 2020 financials for the organization and the progress made on the projects included on the 2020 annual plans. Additionally, the Board of Directors will receive updates from our committees, including the board task forces created during the September meeting to explore the potential for standards development in support of battery storage, renewable natural gas, and sustainably produced natural gas, and consider for approval the 2021 budget and 2021 annual plans.

We had excellent attendance at the September meeting, and we are hopeful to have the same level of participation during the December meeting. Should we not be able to meet quorum, the meeting will be considered a working session, and all votes will be processed notationally after the meeting. To participate, you are required to register for the meeting.

| **Thursday, December 17, 2020** | **RSVP & Registration** |
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| Board of Directors Meeting9:00 am to 1:00 pm Central | Please contact the NAESB office.  |

We appreciate your continued support of NAESB and wish everyone the best in these unusual times.

Best Regards,