**via email & posting for interested parties, May 28, 2020**

**TO: Board Digital Committee:** Dick Brooks, Jim Buccigross, Cade Burks, Valerie Crockett, Michael Desselle, Howard Gugel, Steven McCord, Annie McIntyre, Joelle Ogg, Randy Parker, Emil Pena, Timothy Simon, Leigh Spangler, Terry Thorn, Sue Tierney, Pat Wood

**cc:** NAESB Board of Directors, NAESB Advisory Council

**FROM:** Rae McQuade, President NAESB

**RE:** Agenda for NAESB Board Digital Committee Conference Call – June 11, 2020

Dear Committee Members –

As previously announced, a NAESB Board Digital Committee conference call has been scheduled on Thursday, June 11, 2020 from 9:30 am to 10:30 am Central. During this call, the committee members will review the Draft Report and a cover letter before approving the package for Board consideration. Work papers for the meeting have been posted, and additional work paper will be posted as they become available.

| **NAESB Board Digital Committee Conference Call – June 11 2020 – 9:30 AM TO 10:30 AM C** | |
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| **Topic** | **Information/Requests** |
| Mission Statement & Materials | * The Board Digital Committee Mission Statement can be found through the following hyperlink: <https://www.naesb.org/pdf4/board_digital_mission.pdf> * Materials for this group are posted on the NAESB website on the Board Digital Committee webpage: <https://www.naesb.org//board_digital.asp> |
| Conference Call and Web Cast Information | * Please contact the NAESB office. * Any interested party can attend. All voting and motions are reserved for the members of the committee. |
| Pre-meeting Assignments | * Please review the revised Draft Report containing the results of the survey distributed to the Board and Advisory Council members in January |
| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Notes, Adoption of Agenda 2. Review and Approve the Draft Report and Cover Letter Attachment 3. Discuss Next Steps for the Committee 4. Other Business 5. Adjourn |
| Meeting & Background Reference Materials | * Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc> * Announcement & Agenda: <https://www.naesb.org/pdf4/bd_digital022420a.docx> * Meeting Notes from February 24, 2020: <https://www.naesb.org/pdf4/bd_digital022420notes.docx> * Draft Report: <https://naesb.org/pdf4/bd_digital061120w1.docx> * Draft Cover Letter: *to be posted shortly* |
| Schedule of Upcoming Conference Calls | * Tuesday, May 14, 2019, 1:00 pm to 2:00 pm C * Wednesday, June 26, 2019, 1:30 pm to 3:00 pm C * Tuesday, July 23, 2019, 1:30 pm to 3:00 pm C * Thursday, August 8, 2019, 1:30 pm to 3:00 pm C * Wednesday, October 2, 2019, 9:30 am to 11:00 am C * Monday, February 24, 2020, 1:00 pm to 2:00 pm C   Thursday, June 11, 2020, 9:30 am to 10:30 am C  Other meetings will be scheduled as needed by Michael Desselle. |