**via email & posting for interested parties, June 13, 2019**

**TO: Board Digital Committee:** Dick Brooks, Jim Buccigross, Cade Burks, Valerie Crockett, Michael Desselle, 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 Organizational Conference Call – June 26, 2019

Dear Committee Members –

At the request of Michael Desselle and Cade Burks a second NAESB Board Digital Committee conference call has been scheduled on Wednesday, June 26, 2019 from 1:30 pm to 3:00 pm Central. During this call, the Committee members will review a draft outline of the report that will be developed over the summer and provided to the Board of Directors prior to the September 5, 2019 meeting.

| **NAESB Board Digital Committee Conference Call – June 26, 2019 – 1:30 Pm TO 3:00 Pm 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 on Wednesday, June 26th from 1:30 pm to 3:00 pm Central | * 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 draft outline that will be posted prior to the meeting and be prepared to provide edits and comments |
| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Notes, Adoption of Agenda 2. Review the Draft Committee Report Outline – *to be posted shortly* 3. Preparation for next meeting 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_digital062619a.docx> * May 14, 2019 Notes: |
| 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  Other meetings will be scheduled as needed by Michael Desselle. |