**via email & posting for interested parties, August 1, 2019**

**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 Organizational Conference Call – August 8, 2019

Dear Committee Members –

As previously announced, a NAESB Board Digital Committee conference call has been scheduled to take place on Thursday, August 8, 2019 from 1:30 pm to 3:00 pm Central. During this call, the Committee members will review the responses to the survey sent to Committee members on July 25th. A work paper containing the responses will be distributed after the survey period closes next week.

| **NAESB Board Digital Committee Conference Call – August 8, 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>
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| Conference Call and Web Cast on Thursday, August 8, 2019 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.
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| Pre-meeting Assignments | * Please submit your completed survey responses by the close of business on Monday, August 5th.
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| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Notes, Adoption of Agenda
2. Review the submitted survey responses – *work paper to be posted shortly*
3. Discuss next steps and preparation for next meeting
4. Other Business
5. Adjourn
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| Meeting & Background Reference Materials | * Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc>
* Announcement & Agenda: <https://www.naesb.org/pdf4/n_bd_digital080819a.docx>
* Meeting Notes from July 23, 2019: <https://www.naesb.org/pdf4/bd_digital072319notes.docx>
* Digital Committee Survey Work Paper: <https://www.naesb.org/misc/bd_digital080819w1.docx>
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| 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 COther meetings will be scheduled as needed by Michael Desselle. |