**via email & posted for interested parties, November 27, 2024**

**TO: Board Strategy Committee:** Cade Burks, Debbie McKeever, Dave Darnell, **Michael Desselle,** Mark Lauby, Timothy Simon, Paul Smith, Terry Thorn, Sue Tierney

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

**FROM:** Rae McQuade, President & Jonathan Booe, Executive Vice President & COO

**RE:** Agenda for NAESB Strategy Committee Virtual Meeting – December 4, 2024

Dear Committee Members –

The NAESB Board Strategy Committee has scheduled a meeting on December 4, 2024 from 10:30 am to 11:30 am to continue discussions from the November 12, 2024 meeting concerning the two National Petroleum Council Studies and any actions that the NAESB Board of Directors should consider in response, to review the process for the development of the 2025-2027 NAESB Strategic Plan, and address any action items in advance of the December 12, 2024 Board of Directors meeting.

To participate in the upcoming meeting, please register through the hyperlink below. Instructions for participation will be provided to you in a separate confirmation email after you register and the registration will serve as your RSVP to attend.

| **Wednesday, December 4th**  | **RSVP & Registration** |
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| Board Strategy Committee10:30 am to 11:30 am C  | Please contact the NAESB office.  |

We appreciate your continued support of NAESB and look forward to your participation in the meeting.

Best Regards,



 Rae McQuade Jonathan Booe

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| **NAESB Board Strategy Committee Meeting – December 4, 2024 – 10:30 Am to 11:30 Am C** |
| **Topic** | **Information/Requests** |
| Charge of Committee | * On September 5, 2013, the Board of Directors created a group to review the existing quadrant and segment structure of the organization and the organization’s overall strategic direction and make any identified recommendations to the Board of the Directors for consideration. On September 11, 2014, the Board of Directors adopted the first report developed by the group and voted to make the Board Strategic Plan Task Force a standing task force of the Board of Directors. During the December 13, 2018 Board of Directors meeting, the Board Strategic Plan Task Force was renamed the Board Strategy Committee
* The mission statement of the Board Strategy Committee can be found through the following hyperlink: <https://www.naesb.org/pdf4/board_strategic_plan_taskforce_mission.pdf>
* The information and materials concerning the committee’s activities are posted on the NAESB web site on the following website: [https://www.naesb.org//board\_strategic\_plan.asp](https://www.naesb.org/board_strategic_plan.asp)
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| Pre-meeting Assignments | * Review working documents and comments submitted by interested parties
* Any interested party may attend. All voting and motions are reserved for the members of the committee.
* Please provide any written comments to the NAESB Office (naesb@naesb.org) prior to the meeting if you are unable to attend
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| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Agenda, Adoption of the Notes
2. Continue Discussions Concerning any Activities the Board of Directors should Consider in Response to the National Petroleum Council Reports
3. Review Process for the Development of the 2025-2027 NAESB Strategic Plan
4. Review any Action Items for the December Board of Directors Meeting
5. Discuss Next Steps
6. Other Business and Action Items
7. Adjourn
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| Meeting Materials | * **Agenda Item 1**: Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc> (antitrust), <https://naesb.org/pdf4/board_strategic_plan_taskforce_members.pdf> (roster), <http://www.naesb.org/pdf4/bd_strategy_120424a.docx> (agenda), <https://naesb.org/pdf4/bd_strategy_111224mn.docx> (notes)
* **Agenda Item 2:** National Petroleum Council Studies: <https://chartingthecourse.npc.org/> (GHG Emissions); <https://harnessinghydrogen.npc.org/> (Hydrogen)
* **Agenda Item 3**: NAESB Strategic Plan 2023-2025: <https://naesb.org/pdf4/naesb_strategic_plan_2023_2025.pdf>
* **Agenda Item 4:** Agenda for the December 12, 2024 Board of Directors Meeting: <https://naesb.org/pdf4/bd121224a.docx>
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| Standing Action Items | 1. The presentation concerning standards drafting should be offered to the quadrant executive committees every two years.
2. The next NAESB industry survey should be distributed after the April 2026 board meeting, so that the results can be reviewed during the September 2026 board meeting.
3. A review of the organization’s Strategic Plan and the organization’s activities should be conducted by the Committee annually, prior to the September board meeting
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