



## **ANNUAL BOARD PLANNING** **(FUTURE & PLANNED AGENDA ITEMS)**

# 3 MONTH OUTLOOK

October 2017	November 2017	December 2017
4CP Performance Summary Approve Capital Credits Retirement Approval of Advancement to Purchase Fleet for 2018 Budget, Capital Improvement Plan (CIP), and Work Plan (Initial Discussion) Community Support – Member Assistance Program (MAP) Policy (Draft) Emergency Operations Plan Review Enterprise Risk Management Policy (Approval) Ethics and Compliance Reporting Policy (Approval)	Advanced Metering Infrastructure (AMI) Project & Vendor Selection Update Approval of Vegetation Management Contract for 2018-2022 Budget, Capital Improvement Plan (CIP), and Work Plan (Approval) Community Support – Member Assistance Program (MAP) Policy (Approval) Election Policy and Procedures Amendment (Approval) Election Timeline (Approval) Environmental Policy (Draft)	Appoint NRECA Voting Delegates for NRECA Annual Meeting Appoint CFC Voting Delegates for CFC Annual Meeting Appoint NRTC Voting Delegates for NRTC Annual Meeting Approve Election Timeline Approve Elections Communications Plan Board Committee Guidelines (Draft) Cyber Security Update Environmental Policy (Approval) Legislative Update
Initial Discussion on Budget, Capital Improvement Plan (CIP), and Work Plan Policy on Policies (Approval) Power Supply and Energy Management Policy (Approval)	Legislative Update Recognize Veterans with Moment of Silence Report on NRECA Regional Meeting	Results of Key Performance Indicators (KPI)
Recognition of PEC Linemen Participation at Annual International Lineman's Rodeo Resolution Review for NRECA Regional Meeting		

**Note:** Schedule does not indicate if the item is set for action, open session, or executive session.

September 2017 Board Meeting  
Revised 9/1/17



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
January	Approve NRECA Annual Membership Dues	January Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint Qualifications and Elections Committee	January Regular Board Meeting	Compliance	Reoccurring
	Authority & Responsibilities Policy, Board to CEO (Approval)	January Regular Board Meeting	Compliance	Reoccurring
	Board Committee Guidelines (Approval)	January Regular Board Meeting	Compliance	Reoccurring
	Code of Ethics (Draft)	January Regular Board Meeting	Compliance	Ad-hoc
	Direct General Counsel to Prepare Proposed Non-Director Election Items	January Regular Board Meeting	Compliance	Reoccurring
	Employee Compensation Policy Review	January Regular Board Meeting (triennial-2020)	Compliance	Ad-hoc
	Investment Policy Review	January Regular Board Meeting (triennial-2020)	Compliance	Ad-hoc
	Legislative Update	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Receive CEO's Year in Review Report	January Regular Board Meeting	Strategic	Reoccurring
	Election Update	January Regular Board Meeting	Compliance	Reoccurring

# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
February	Approve TEC Annual Membership Dues	February Regular Board Meeting	Compliance - TEC	Reoccurring
	Annual CEO Performance Evaluation	February Regular Board Meeting	Compliance	Reoccurring
	Code of Ethics (Approval)	February Regular Board Meeting	Compliance	Ad-hoc
	Election Update	February Regular Board Meeting	Compliance	Reoccurring
March	Appoint representatives for NRECA Legislative Conference	March Regular Board Meeting	Compliance - Legislative Policy	Reoccurring
	Appoint CRC voting delegates for NRUCFC Forum	March Regular Board Meeting	Compliance NRUCFC	Reoccurring
	Election Update	March Regular Board Meeting	Compliance	Reoccurring
April	Present Audited Financial Statements	April Regular Board Meeting	Compliance	Reoccurring
	Qualifications and Elections Committee Recommendation (Board Candidates)	April Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Presentation and Approval of Candidate Slate, Ballot, and Any Non-Director Election Items	April Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Report on Property and Liability Insurance Policies	April Regular Board Meeting	Compliance	Reoccurring
	Election Update	April Regular Board Meeting	Compliance	Reoccurring
	NRECA Legislative Conference	April 23-26, 2017	Strategic	Reoccurring



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
May	Approve Annual Member Meeting Agenda	May Regular Board Meeting	Compliance - Bylaws	Reoccurring
	Approve Capital Credits Allocation	May Regular Board Meeting	Compliance - Capital Credits Policy	Reoccurring
	Announce Annual Membership Meeting Date and Venue	May Regular Board Meeting	Compliance	Reoccurring
	Legislative Update (if applicable/necessary)	May Regular Board Meeting	Compliance	Reoccurring
	Plan Administration Committee (PAC) Investment Advisor Update	May Regular Board Meeting	Compliance	Reoccurring
	Recognize Memorial Day Veterans with Moment of Silence	May Regular Board Meeting	Informational	Reoccurring
	Election Update	May Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
June	Announcement and Certification of Election Results	June Annual Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Appoint TEC Delegates for TEC Annual Meeting	June Regular Board Meeting	Compliance - TEC	Reoccurring
	Appointment/Reaffirmation of Audit Committee Chairperson	June Regular Board Meeting	Compliance – Board Committee	Reoccurring
	Conduct Annual Meeting	During June	Compliance - Bylaws	Reoccurring
	Election of Officers	At first Regular or Special Meeting following Annual Meeting	Compliance - Bylaws	Reoccurring



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June (continued)	Announcement and Certification of Election Results	June Annual Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Appoint TEC Delegates for TEC Annual Meeting	June Regular Board Meeting	Compliance - TEC	Reoccurring
	Appointment/Reaffirmation of Audit Committee Chairperson	June Regular Board Meeting	Compliance – Board Committee	Reoccurring
	Conduct Annual Meeting	During June	Compliance - Bylaws	Reoccurring
	Election of Officers	At first Regular or Special Meeting following Annual Meeting	Compliance - Bylaws	Reoccurring
	Receipt of Director Affirmations, Directors' Code of Conduct and Conflict of Interest forms from Directors	At conclusion of Annual Meeting	Compliance - Code of Conduct, Conflict of Interest Policies	Reoccurring
	Review and Reaffirm/Amend Audit Committee Charter	June Regular Board Meeting	Compliance - Board Committee Guidelines	Reoccurring
	Updates on Voter Turnout	June Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
July	Annual Review of Conflicts of Interest Certification and Disclosure Forms from Directors	July Regular Board Meeting	Compliance - Conflict of Interest Policy	Reoccurring
	Annual Review of Directors' Code of Conduct by General Counsel	July Regular Board Meeting	Compliance – Code of Conduct	Reoccurring
	Appoint NRECA Voting Delegates for NRECA Regional Meeting	July Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint CFC Voting Delegates for CFC District Meeting	July Regular Board Meeting	Compliance - CFC	Reoccurring
	Approve IRS Form 990	July Regular Board Meeting	Compliance	Reoccurring



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Board Meeting Month	Item	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
July (continued)	Biennial Board Assessment Review	July Regular Board Meeting (biennial – 2018)	Compliance - Code of Conduct	Reoccurring-biennial
	Grid Modernization Update	July Regular Board Meeting	Strategic	Ad-hoc
	Legislative Affairs Director Budget	July Regular Board Meeting	Strategic	Ad-hoc
	Legislative Policy (Draft)	July Regular Board Meeting	Strategic	Ad-hoc
	Orientation of Newly Elected Directors, including Open Meetings Policy Training	No later than 180th day after the date the Director assumes responsibilities as a member of the Board. The General Counsel will ensure this training is made available.	Compliance - Open Meetings Policy	Reoccurring
	Plan Administration Committee (PAC) Investment Advisor Update	July Regular Board Meeting	Compliance	Reoccurring
	Plan Administration Committee (PAC) Investment Advisor Fiduciary Training for the Board Members	July Regular Board Meeting (biennial-2018)	Compliance	Reoccurring
	Policy Supply and Energy Management Policy and Planning	July Regular Board Meeting	Strategic	Ad-hoc
	Public Electric Vehicle Charging Station Rate Tariff Amendment ( Draft)	July Regular Board Meeting	Strategic	Ad-hoc
	Receipt of Written Certification of the Election Results	For Annual Meeting minutes and for first Regular or Special Board Meeting minutes after Annual Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Recognition of PEC Participants at Annual Texas Lineman's Rodeo	July Regular Board Meeting	Informational	Reoccurring



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July (continued)	Results of Key Performance Indicator (KPI) – Period 1	July Regular Board Meeting	Strategic	Reoccurring
	Review of Election Services Provider Contract	July Regular Board Meeting	Compliance	Reoccurring
	CoBank Energy Conference	July Regular Board Meeting	Informational	Reoccurring
August	Cooperative Solar Project Update and Construction Report	August Regular Board Meeting	Strategic	Ad-hoc
	Establish Annual Meeting Date, Time and Location	At or before August Regular Board Meeting	Compliance - Election Policy and Procedure	Reoccurring
	Key Ratio Trend Analysis (KRTA) Presentation	August Regular Board Meeting	Compliance	Reoccurring
	Post Election Analysis and Annual Review of Election Policy and Procedures	August Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Power Supply and Energy Management Policy and Supply Options	August Regular Board Meeting	Strategic	Ad-hoc
	Public Electric Vehicle Charging Station Rate Tariff Amendment (Approval)	August Regular Board Meeting	Strategic	Ad-hoc
	Review Election Policy & Procedures (Draft Form)	August Regular Board Meeting	Compliance	Reoccurring
	TEC Annual Meeting	August Regular Board Meeting	Informational	Reoccurring



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September	Annual Meeting Planning	September Regular Board Meeting	Compliance	Reoccurring
	Annual Review of Strategic Plan	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Board Assessment Review	September Regular Board Meeting (biennial-2018)	Strategic	Reoccurring
	Business Plan Review	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Cooperative Solar Project Update and Construction Report	September Regular Board Meeting	Strategic	Ad-hoc
	Cost of Service Study Preliminary Results and Recommendations	September Regular Board Meeting	Strategic	Ad-hoc
	Election Policy and Procedures Amendment (Draft)	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Enterprise Risk Management Policy (Draft)	September Regular Board Meeting	Compliance	Ad-hoc
	Ethics and Compliance Reporting Policy (Draft)	September Regular Board Meeting	Compliance	Reoccurring
	Policy on Policies (Draft)	September Regular Board Meeting	Compliance	Reoccurring
	Power Supply and Energy Management Policy and Supply Options	September Regular Board Meeting	Strategic	Ad-hoc
	Power Supply and Energy Management Policy (Draft)	September Regular Board Meeting	Strategic	Ad-hoc
	Risk Management Planning and Initiative	September Regular Board Meeting	Strategic	Ad-hoc



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October	4CP Performance Summary	October Regular Board Meeting	Strategic	Reoccurring
	Approve Capital Credits Retirement	October Regular Board Meeting	Compliance - Capital Credits Policy	Reoccurring
	Budget, Capital Improvement Plan (CIP), and Work Plan (Initial Discussion)	October Regular Board Meeting	Strategic	Reoccurring
	Community Support – Member Assistance Program (MAP) Policy (Draft)	October Regular Board Meeting	Compliance	Reoccurring
	Emergency Operations Plan Review	October Regular Board Meeting	Compliance	Reoccurring
	Enterprise Risk Management Policy (Approval)	October Regular Board Meeting	Compliance	Ad-hoc
	Ethics and Compliance Reporting Policy (Draft)	October Regular Board Meeting	Compliance	Reoccurring
	Initial Discussion on Budget, Capital Improvement Plan (CIP), and Work Plan	October Regular Board Meeting	Strategic	Reoccurring
	Policy on Policies (Approval)	October Regular Board Meeting	Compliance	Reoccurring
	Power Supply and Energy Management Policy (Approval)	October Regular Board Meeting	Strategic	Ad-hoc
	Recognition of PEC Linemen Participation at Annual International Lineman's Rodeo	October Regular Board Meeting	Compliance	Reoccurring

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November	Budget, Capital Improvement Plan (CIP), and Work Plan (Approval)	November Regular Board Meeting	Strategic	Reoccurring
	Election Policy and Procedures Amendment (Approval)	November Regular Board Meeting	Compliance	Reoccurring
	Election Timeline (Approval)	November Regular Board Meeting	Compliance	Reoccurring
	Environmental Policy (Draft)	November Regular Board Meeting	Compliance	Reoccurring
	Community Support – Member Assistance Program (MAP) Policy (Approval)	November Regular Board Meeting	Compliance	Reoccurring
	Legislative Update	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Recognize Veterans with Moment of Silence	November Regular Board Meeting	Compliance	Reoccurring
	Report on NRECA Regional Meeting	November Regular Board Meeting	Strategic	Reoccurring

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December	Appoint NRECA Voting Delegates for NRECA Annual Meeting	December Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint CFC Voting Delegates for CFC Annual Meeting	December Regular Board Meeting	Compliance - CFC	Reoccurring
	Appoint NRTC Voting Delegates for NRTC Annual Meeting	December Regular Board Meeting	Compliance - NRTC	Reoccurring
	Approve Election Timeline	December Regular Board Meeting	Compliance	Reoccurring
	Approve Elections Communications Plan	December Regular Board Meeting	Compliance	Reoccurring
	Board Committee Guidelines (Draft)	December Regular Board Meeting	Compliance	Reoccurring
	Cyber Security Update	December Regular Board Meeting	Strategic	Reoccurring
	Environmental Policy (Approval)	December Regular Board Meeting	Compliance	Reoccurring
	Legislative Update	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Results of Key Performance Indicators (KPI)	December Regular Board Meeting	Strategic	Reoccurring



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