



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

# 3 MONTH OUTLOOK

May 2017	June 2017	July 2017
Approve Annual Member Meeting Agenda Approve Capital Credits Allocation Announce 2017 Annual Membership Meeting Date and Venue Cooperative Solar Rate Option Tariff Amendment (Approval) Empower Loan Tariff Amendment (Draft) Legislative Update (if applicable/necessary) Plan Administration Committee (PAC) Investment Advisor Update	Announcement and Certification of Election Results Appoint TEC Delegates for TEC Annual Meeting Conduct Annual Meeting Election of Officers Empower Loan Tariff Amendment (Approval) Legislative Affairs Director Budget Legislative Policy (Draft) Receipt of Director Affirmations, Directors' Code of Conduct and Conflict of Interest forms from Directors Results of Key Performance Indicator (KPI) – Period 1	Appointment/Reaffirmation of Audit Committee Chairperson Annual Review of Conflicts of Interest Certification and Disclosure Forms from Directors Annual Review of Directors' Code of Conduct by General Counsel Appoint NRECA Voting Delegates for NRECA Regional Meeting Appoint CFC Voting Delegates for CFC District Meeting Approve IRS Form 990 Biennial Board Assessment Review Orientation of Newly Elected Directors, including Open Meetings Policy Training Receipt of Written Certification of the Election Results Recognition of PEC Participants at Annual Texas Lineman's Rodeo
Power Supply and Energy Management Policy and Supply Options Recognize Memorial Day Veterans with Moment of Silence Tariff Amendment for Critical Care (Approval) 2017 Election Update 2017-2018 Business Plan (Approval)	Updates on Voter Turnout	Review and Reaffirm/Amend Audit Committee Charter Review of Election Services Provider Contract 4CP Performance Summary 2016 CoBank Energy Conference

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

Revised 4/3/17



# 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
	Direct General Counsel to Prepare Proposed Non-Director Election Items	January Regular Board Meeting	Compliance	Reoccurring
	Employee Compensation Policy (Approval)	January Regular Board Meeting	Compliance	Ad-hoc
	Investment Policy (Approval)	January Regular Board Meeting	Compliance	Ad-hoc
	Key Performance Indicator Industry Benchmark	January Regular Board Meeting	Strategic	Ad-hoc
	Legislative Policy (Draft Form)	January Regular Board Meeting	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
	2017 Election Update	January Regular Board Meeting	Compliance	Reoccurring
	2017 – 2020 Strategic Plan	January Regular Board Meeting	Compliance	Reoccurring
	2017 – 2018 Business Plan Including Key Performance Indicator Plan	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
	2017 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
	Cost of Service Initiative Scope and Planning	March Regular Board Meeting	Strategic	Ad-hoc
	Empower Loan Program Update and Policy Discussion	March Regular Board Meeting	Strategic	Ad-hoc
	Fraud Risk Assessment	March Regular Board Meeting	Strategic	Ad-hoc
	Pass Through Economic Development Rate for New Commercial & Industrial Electric Load	March Regular Board Meeting	Strategic	Ad-hoc
	Power Supply and Energy Management Policy and Supply Options	March Regular Board Meeting	Strategic	Ad-hoc
	Small and Large Power Solar Interconnection Tariff Amendment for Systems Greater than 50 kW	March Regular Board Meeting	Strategic	Ad-hoc
	2016 Employee Compensation Study	March Regular Board Meeting	Compliance	Ad-hoc
	2017 Election Update	March Regular Board Meeting	Compliance	Reoccurring

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April	Empower Loan Program Update and Policy Discussion	April Regular Board Meeting	Strategic	Ad-hoc
	Power Supply and Energy Management Policy and Supply Options	April Regular Board Meeting	Strategic	Ad-hoc
	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
	Time of Use Rate Option Update	April Regular Board Meeting	Strategic	Ad-hoc
	2017 Election Update	April Regular Board Meeting	Compliance	Reoccurring
	2017-2018 Business Plan Workshop (Special Meeting)	April Special Board Meeting	Strategic	Ad-hoc
	2017 NRECA Legislative Conference	April 23-26, 2017	Strategic	Reoccurring

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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 2017 Annual Membership Meeting Date and Venue	May Regular Board Meeting	Compliance	Reoccurring
	Cooperative Solar Rate Option Tariff Amendment (Approval)	May Regular Board Meeting	Strategic	Ad-hoc
	Empower Loan Tariff Amendment (Draft)	May Regular Board Meeting	Strategic	Ad-hoc
	Legislative Update (if applicable/necessary)	May Regular Board Meeting	Compliance	Reoccurring
	Plan Administration Committee (PAC) Investment Advisor Update	May Regular Board Meeting	Compliance	Reoccurring
	Power Supply and Energy Management Policy and Supply Options	May Regular Board Meeting	Strategic	Ad-hoc
	Recognize Memorial Day Veterans with Moment of Silence	May Regular Board Meeting	Informational	Reoccurring
	Tariff Amendment for Critical Care (Approval)	May Regular Board Meeting	Strategic	Ad-hoc
	2017 Election Update	May Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	2017-2018 Business Plan (Approval)	May Regular Board Meeting	Strategic	Ad-hoc

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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
	Conduct Annual Meeting	During June	Compliance - Bylaws	Reoccurring
	Election of Officers	At first Regular or Special Meeting following Annual Meeting	Compliance - Bylaws	Reoccurring
	Legislative Affairs Director Budget	June Regular Board Meeting	Strategic	Ad-hoc
	Empower Loan Tariff Amendment (Approval)	June Regular Board Meeting	Strategic	Ad-hoc
	Legislative Policy (Draft)	June Regular Board Meeting	Compliance	Ad-hoc
	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
	Results of Key Performance Indicator (KPI) – Period 1	June Regular Board Meeting	Compliance – Strategic Plan	Reoccurring
	Updates on Voter Turnout	June Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring

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July	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
	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
	Review and Reaffirm/Amend Audit Committee Charter	July Regular Board Meeting	Compliance - Board Committee Guidelines	Reoccurring
	Appointment/Reaffirmation of Audit Committee Chairperson	July Regular Board Meeting	Compliance – Board Committee	Reoccurring
	Annual Review of Directors’ Code of Conduct by General Counsel	July Regular Board Meeting	Compliance – Code of Conduct	Reoccurring
	Annual Review of Conflicts of Interest Certification and Disclosure Forms from Directors	July Regular Board Meeting	Compliance - Conflict of Interest Policy	Reoccurring
	Biennial Board Assessment Review	July Regular Board Meeting (biennial – 2018)	Compliance - Code of Conduct	Reoccurring-biennial
	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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July (continued)	4CP Performance Summary	July Regular Board Meeting	Strategic	Reoccurring
	2016 CoBank Energy Conference	July Regular Board Meeting	Informational	Reoccurring
	Recognition of PEC Participants at Annual Texas Lineman's Rodeo	July Regular Board Meeting	Informational	Reoccurring
	Review of Election Services Provider Contract	July Regular Board Meeting	Compliance	Reoccurring
August	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	Ad-hoc
	Post Election Analysis and Annual Review of Election Policy and Procedures	August Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Review Election Policy & Procedures (Draft Form)	August Regular Board Meeting	Compliance	Ad-hoc
September	2018 Annual Meeting Planning	September Regular Board Meeting	Compliance	Reoccurring
	4CP Performance Summary	September Regular Board Meeting	Strategic	Reoccurring
	Annual Review of Strategic Plan	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Board Assessment Review	September Regular Board Meeting	Strategic	Ad-hoc
	Strategic Planning – Review of Current Plan	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
	Emergency Operations Plan Review	October Regular Board Meeting	Compliance	Ad-hoc
	Initial Discussion on Budget, Capital Improvement Plan (CIP), and Work Plan	October Regular Board Meeting	Strategic	Reoccurring
	Recognition of PEC Linemen Participation at 34 <sup>th</sup> Annual International Lineman's Rodeo	October Regular Board Meeting	Compliance	Reoccurring
November	2018 Election Timeline (Approval)	November Regular Board Meeting	Compliance	Reoccurring
	Budget, Capital Improvement Plan (CIP), and Work Plan (Approval)	November Regular Board Meeting	Strategic	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
	Retirement Plan Update from the Plan Administration Committee	November Regular Board Meeting	Compliance	Ad-hoc

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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 2017 Election Timeline	December Regular Board Meeting	Compliance	Reoccurring
	Approve 2017 Elections Communications Plan	December Regular Board Meeting	Compliance	Reoccurring
	Cyber Security Update	December Regular Board Meeting	Strategic	Reoccurring
	Legislative Update	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Strategic Plan (Approval)	December Regular Board Meeting	Compliance	Ad-hoc
	Business Plan (Approval)	December Regular Board Meeting	Compliance	Ad-hoc
	Key Performance Indicators (KPI) Methodology, Results and Recommendation (Approval)	December Regular Board Meeting	Strategic	Reoccurring



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