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

# 3 MONTH OUTLOOK

| September 2017 | October 2017 | November 2017 |
|---|---|---|
| Annual Meeting Planning | 4CP Performance Summary | Election Policy and Procedures Amendment (Approval) |
| Annual Review of Strategic Plan | Approve Capital Credits Retirement | Election Timeline (Approval) |
| Board Assessment Review | Board Committee Guidelines (Approval) | Budget, Capital Improvement Plan (CIP), and Work Plan (Approval) |
| Board Committee Guidelines (Draft) | Budget, Capital Improvement Plan (CIP), and Work Plan (Initial Discussion) | Environmental Policy (Approval) |
| Business Plan Review | Code of Ethics (Approval) | Legislative Update |
| Code of Ethics (Draft) | Community Support – Member Assistance Program (MAP) Policy (Approval) | Recognize Veterans with Moment of Silence |
| Community Support – Member Assistance Program (MAP) Policy (Draft) | Emergency Operations Plan Review | Report on NRECA Regional Meeting |
| Cooperative Solar Project Update and Construction Report | | |
| Cost of Service Study Preliminary Results and Recommendations | Enterprise Risk Management Policy (Approval) | |
| Enterprise Risk Management Policy (Draft) | Environmental Policy (Draft) | |
| Ethics and Compliance Reporting Policy (Draft) | Ethics and Compliance Reporting Policy (Approval) | |
| Policy on Policies (Draft) | Initial Discussion on Budget, Capital Improvement Plan (CIP), and Work Plan | |
| Power Supply and Energy Management Policy and Supply Options | Policy on Policies (Approval) | |
| | Power Supply and Energy Management Policy (Approval) | |
| Power Supply and Energy Management Policy (Draft) | Recognition of PEC Linemen Participation at Annual International Lineman's Rodeo | |
| Risk Management Planning and Initiative | | |

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

August 2017 Board Meeting
Revised 8/3/17

# 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 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 |
| February | Approve TEC Annual Membership Dues | February Regular Board Meeting | Compliance - TEC | Reoccurring |
| | Annual CEO Performance Evaluation | February Regular Board Meeting | Compliance | Reoccurring |
| | Election Update | February 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 |
|---|---|---|---|---|
| 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 |

# ANNUAL BOARD PLANNING CALENDAR

| Board Meeting Month | Item | Due Date Notes | Strategic Item or Compliance Item | Reoccurring or Ad-hoc |
|---|---|---|---|---|
| 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 |

# ANNUAL BOARD PLANNING CALENDAR

| Board Meeting Month | Item | Due Date Notes | Strategic Item or Compliance Item | Reoccurring or Ad-hoc |
|---|---|---|---|---|
| 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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| Board Meeting Month | Item | Due Date Notes | Strategic Item or Compliance Item | Reoccurring or Ad-hoc |
|---|---|---|---|---|
| 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 |
| | Board Committee Guidelines (Draft) | September Regular Board Meeting | Compliance | Reoccurring |
| | Business Plan Review | September Regular Board Meeting | Strategic - Annual Review | Reoccurring |
| | Code of Ethics (Draft) | September Regular Board Meeting | Compliance | Reoccurring |
| | Community Support – Member Assistance Program (MAP) Policy (Draft) | September Regular Board Meeting | Compliance | 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 |
| | 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 |
| | Board Committee Guidelines (Draft) | October Regular Board Meeting | Strategic | Reoccurring |
| | Budget, Capital Improvement Plan (CIP), and Work Plan (Initial Discussion) | October Regular Board Meeting | Strategic | Reoccurring |
| | Code of Ethics (Draft) | October Regular Board Meeting | Compliance | 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 |
| | Environmental Policy (Draft) | October Regular Board Meeting | Compliance | Reoccurring |
| | 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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| Board Meeting Month | Item | Due Date Notes | Strategic Item or Compliance Item | Reoccurring or Ad-hoc |
|---|---|---|---|---|
| November | Election Policy and Procedures Amendment (Approval) | November Regular Board Meeting | Compliance | Reoccurring |
| | Election Timeline (Approval) | November Regular Board Meeting | Compliance | Reoccurring |
| | Budget, Capital Improvement Plan (CIP), and Work Plan (Approval) | November Regular Board Meeting | Strategic | Reoccurring |
| | Environmental 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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| Board Meeting Month | Item | Due Date Notes | Strategic Item or Compliance Item | Reoccurring or Ad-hoc |
|---|---|---|---|---|
| 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 |
| | Cyber Security Update | December Regular Board Meeting | Strategic | 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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