



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

# 3 MONTH OUTLOOK

April 2018	May 2018	June 2018
Election Update	Announce Annual Membership Meeting Date and Venue	Announcement and Certification of Election Results
Engineering Projects' Timeline and Status Report	Approve Annual Member Meeting Agenda	Appoint TEC Delegates for TEC Annual Meeting
Approve Annual Member Meeting Agenda	Approve Capital Credits Allocation	Appointment/Reaffirmation of Audit Committee Chairperson
Loan Agreement with NRUCFC (Approval)	Asset Transfer of Substation Breakers and Equipment from LCRA (Approval)	Authority & Responsibilities Policy, Board to CEO (Draft)
PEC Transmission Business Review Update	Election Update	Conduct Annual Meeting
Power Supply and Energy Management Policy (Approval)	Engineering Projects' Timeline and Status Report	Election of Officers
Power Supply LCRA Business Planning Update	Legislative Update (if applicable/necessary)	Engineering Projects' Timeline and Status Report
Present Audited Financial Statements (Approval)	Pole Attachment Rental Fees and Related Fees and Charges (Approval)	Receipt of Director Affirmations, Directors' Code of Conduct and Conflict of Interest forms from Directors
Presentation and Approval of Candidate Slate, Ballot, and Any Non-Director Election Items	Recognize Memorial Day Veterans with Moment of Silence	Review and Reaffirm/Amend Audit Committee Charter
Qualifications and Elections Committee Recommendation (Board Candidates)	Risk Management Planning Update	Updates on Voter Turnout
Report on Property and Liability Insurance Policies	Strategic Sales Incentive	
Third Party Energy Manager Contract (Approval)	Whitestone to Leander Project Summary/Eminent Domain (Approval)	
Update on Pole Attachment Rental Fees & Related Fees & Charges		
Whitestone to Leander Project Summary/Eminent Domain (Draft Resolution)		

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

March 2018 Board Meeting  
3/1/18



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
January	Approve NRECA Annual Membership Dues	General Counsel	January Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint Qualifications and Elections Committee (Draft)	General Counsel	January Regular Board Meeting	Compliance	Reoccurring
	Direct General Counsel to Prepare Proposed Non-Director Election Items	General Counsel	January Regular Board Meeting	Compliance	Reoccurring
	Election Update	General Counsel	January Regular Board Meeting	Compliance	Reoccurring
	Employee Compensation Policy Review	General Counsel	January Regular Board Meeting (triennial-2020)	Compliance	Reoccurring
	Investment Policy Review	Chief Financial Office	January Regular Board Meeting (triennial-2020)	Compliance	Reoccurring
	Johnson City Battery Storage Project Authorization (Approval)	Chief Financial Office	January Regular Board Meeting	Strategic	Ad-hoc
	Legislative Update	General Counsel	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Pre-pay Rate Option (Draft)	Chief Operating Office	January Regular Board Meeting	Strategic	Ad-hoc
	Receive CEO's Year in Review Report	Chief Executive Office	January Regular Board Meeting	Strategic	Reoccurring
	Results of Key Performance Indicators (KPI)	Chief Operating Office	January Regular Board Meeting	Strategic	Reoccurring

# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
February	Appoint Qualifications and Elections Committee (Approval)	General Counsel	February Regular Board Meeting	Compliance	Reoccurring
	Approve TEC Annual Membership Dues	General Counsel	February Regular Board Meeting	Compliance - TEC	Reoccurring
	Annual CEO Performance Evaluation	General Counsel	February Regular Board Meeting	Compliance	Reoccurring
	Cooperative Solar Rate Option Update	Chief Operating Office	February Regular Board Meeting	Strategic	Ad-Hoc
	Easement Condemnation for Transmission Line (Approval)	Chief Operating Office	February Regular Board Meeting	Strategic	Ad-Hoc
	Election Update	General Counsel	February Regular Board Meeting	Compliance	Reoccurring
	PEC Transmission Business Review Update	Chief Executive Office	February Regular Board Meeting	Strategic	Ad-hoc
	Pole Attachment Rental Fees and Related Fees	Chief Operating Office	February Regular Board Meeting	Strategic	Ad-hoc
	Power Supply and Energy Management Policy and Supply Options	Chief Executive Office	February Regular Board Meeting	Strategic	Ad-hoc
	Pre-pay Payment Plan Option Tariff and Business Rule Amendment (Draft)	Chief Operating Office	February Regular Board Meeting	Strategic	Ad-hoc
	Results of Key Performance Indicators (KPI)	Chief Operating Office	February Regular Board Meeting	Strategic	Reoccurring
	Strategic Sales Incentive	Chief Operating Office	February Regular Board Meeting	Strategic	Ad-hoc
	Update & Considerations of Employee Benefits Renewal	General Counsel	February Regular Board Meeting	Strategic	Reoccurring

March 2018 Board Meeting  
3/1/18



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
March	Annual Meeting Planning Process	Chief Operating Office	March Regular Board Meeting	Strategic	Ad-hoc
	Appoint Representatives for NRECA Legislative Conference	General Counsel	March Regular Board Meeting	Compliance - Legislative Policy	Reoccurring
	Appoint CRC voting delegates for NRUCFC Forum	Chief Operating Office	March Regular Board Meeting	Compliance NRUCFC	Reoccurring
	Easement Condemnation for Transmission Line(s) (Approval)	Chief Operating Office	March Regular Board Meeting	Strategic	Ad-hoc
	Election Update	General Counsel	March Regular Board Meeting	Compliance	Reoccurring
	Power Supply LCRA Business Planning Update	Chief Executive Office	March Regular Board Meeting	Strategic	Ad-hoc
	PEC Transmission Business Review Update	Chief Executive Office	March Regular Board Meeting	Strategic	Ad-hoc
	Pre-pay Payment Plan Option Tariff and Business Rule Amendment (Approval)	Chief Operating Office	March Regular Board Meeting	Strategic	Ad-hoc



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
April	Approve Annual Member Meeting Agenda	General Counsel	April Regular Board Meeting	Compliance - Bylaws	Reoccurring
	Election Update	General Counsel	April Regular Board Meeting	Compliance	Reoccurring
	Engineering Projects' Timeline and Status Report	Chief Operating Office	April Regular Board Meeting	Strategic	Reoccurring
	Loan Agreement with NRUCFC (Approval)	Chief Financial Office	April Regular Board Meeting	Strategic	Ad-hoc
	PEC Transmission Business Review Update	Chief Executive Office	April Regular Board Meeting	Strategic	Ad-hoc
	Power Supply Transactions and Possible LCRA Notice (Approval)	Chief Executive Office	April Regular Board Meeting	Strategic	Reoccurring
	Power Supply LCRA Business Planning Update	Chief Executive Office	April Regular Board Meeting	Strategic	Ad-hoc
	Present Audited Financial Statements	Chief Financial Office	April Regular Board Meeting	Compliance	Reoccurring
	Presentation and Approval of Candidate Slate, Ballot, and Any Non-Director Election Items	General Counsel	April Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Qualifications and Elections Committee Recommendation (Board Candidates)	General Counsel	April Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Report on Property and Liability Insurance Policies	General Counsel	April Regular Board Meeting	Compliance	Reoccurring
	Third Party Energy Manager Contract (Approval)	Chief Executive Office	April Regular Board Meeting	Strategic	Ad-hoc
	Update on Pole Attachment Rental Fees & Related Fees & Charges	Chief Operating Office	April Regular Board Meeting	Strategic	Ad-hoc
	Whitestone to Leander Project Summary/Eminent Domain (Draft Resolution)	Chief Operating Office	April Regular Board Meeting	Strategic	Ad-hoc
	NRECA Legislative Conference	General Counsel	April 23-26, 2017	Informational	Reoccurring



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Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
May	Announce Annual Membership Meeting Date and Venue	Chief Operating Office	May Regular Board Meeting	Compliance	Reoccurring
	Approve Capital Credits Allocation	Chief Financial Office	May Regular Board Meeting	Compliance - Capital Credits Policy	Reoccurring
	Asset Transfer of Substation Breakers and Equipment from LCRA (Approval)	Chief Operating Office	May Regular Board Meeting	Strategic	Ad-hoc
	Election Update	General Counsel	May Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Engineering Projects' Timeline and Status Report	Chief Executive Office	May Regular Board Meeting	Strategic	Reoccurring
	Legislative Update (if applicable/necessary)	General Counsel	May Regular Board Meeting	Compliance	Reoccurring
	Pole Attachment Rental Fees and Related Fees and Charges (Approval)	Chief Operating Office	May Regular Board Meeting	Strategic	Ad-hoc
	Recognize Memorial Day Veterans with Moment of Silence	Chief Executive Office	May Regular Board Meeting	Informational	Reoccurring
	Risk Management Planning Update	Chief Financial Office	May Regular Board Meeting	Strategic	Ad-hoc
	Strategic Sales Incentive	Chief Operating Office	May Regular Board Meeting	Strategic	Ad-hoc
	Whitestone to Leander Project Summary/Eminent Domain (Approval)	Chief Operating Office	May Regular Board Meeting	Strategic	Ad-hoc

# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
June	Announcement and Certification of Election Results	General Counsel	June Annual Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Appoint TEC Delegates for TEC Annual Meeting	General Counsel	June Regular Board Meeting	Compliance - TEC	Reoccurring
	Appointment/Reaffirmation of Audit Committee Chairperson	Chief Financial Office	June Regular Board Meeting	Compliance – Board Committee	Reoccurring
	Authority & Responsibilities Policy, Board to CEO (Draft)	Chief Financial Office	June Regular Board Meeting	Compliance	Ad-hoc
	Conduct Annual Meeting	Chief Executive Office	During June	Compliance - Bylaws	Reoccurring
	Election of Officers	General Counsel	At first Regular or Special Meeting following Annual Meeting	Compliance - Bylaws	Reoccurring
	Engineering Projects' Timeline and Status Report	Chief Operating Officer	June Regular Board Meeting	Strategic	Reoccurring
	Receipt of Director Affirmations, Directors' Code of Conduct and Conflict of Interest forms from Directors	General Counsel	At conclusion of Annual Meeting	Compliance - Code of Conduct, Conflict of Interest Policies	Reoccurring
	Review and Reaffirm/Amend Audit Committee Charter	Chief Financial Office	June Regular Board Meeting	Compliance - Board Committee Guidelines	Reoccurring
	Updates on Voter Turnout	General Counsel	June Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring



# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item		Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
July	Annual Review of Conflicts of Interest Certification and Disclosure Forms from Directors	General Counsel	July Regular Board Meeting	Compliance - Conflict of Interest Policy	Reoccurring
	Annual Review of Directors' Code of Conduct and Conflicts of Interest Policies by General Counsel	General Counsel	July Regular Board Meeting	Compliance – Code of Conduct & Conflict of Interest Policies	Reoccurring
	Appoint NRECA Voting Delegates for NRECA Regional Meeting	General Counsel	July Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint CFC Voting Delegates for CFC District Meeting	General Counsel	July Regular Board Meeting	Compliance - CFC	Reoccurring
	Approve IRS Form 990	Chief Financial Office	July Regular Board Meeting	Compliance	Reoccurring
	Authority & Responsibilities Policy, Board to CEO (Approval)	Chief Financial Office	July Regular Board Meeting	Compliance	Reoccurring
	Biennial Board Assessment Review	General Counsel	July Regular Board Meeting (biennial – 2018)	Compliance - Code of Conduct	Reoccurring-biennial
	Grid Modernization Update	Chief Operating Office	July Regular Board Meeting	Strategic	Ad-hoc
	Legislative Affairs Director Budget	General Counsel	July Regular Board Meeting	Strategic	Ad-hoc
	Legislative Policy (Draft)	General Counsel	July Regular Board Meeting	Compliance	Ad-hoc
	Orientation of Newly Elected Directors, including Open Meetings Policy Training	General Counsel	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

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Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
July (continued)	Plan Administration Committee (PAC) Investment Advisor Update	General Counsel	July Regular Board Meeting	Compliance	Reoccurring
	Plan Administration Committee (PAC) Investment Advisor Fiduciary Training for the Board Members	General Counsel	July Regular Board Meeting (biennial-2018)	Compliance	Reoccurring
	Policy Supply and Energy Management Policy and Planning	Chief Executive Office	July Regular Board Meeting	Strategic	Ad-hoc
	Power Supply and Energy Management Policy (Draft)	Chief Executive Office	July Regular Board Meeting	Strategic	Ad-hoc
	Receipt of Written Certification of the Election Results	General Counsel	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	Chief Operating Officer	July Regular Board Meeting	Informational	Reoccurring
	Results of Key Performance Indicator (KPI) – Period 1	Chief Operating Officer	July Regular Board Meeting	Strategic	Reoccurring
	Review of Election Services Provider Contract	General Counsel	July Regular Board Meeting	Compliance	Reoccurring
	Review of Employee Engagement Results	General Counsel	July Regular Board Meeting	Compliance	Reoccurring
	CoBank Energy Conference	General Counsel	July Regular Board Meeting	Informational	Reoccurring

# ANNUAL BOARD PLANNING CALENDAR

Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
August	Cooperative Solar Project Update and Construction Report	Chief Operating Office	August Regular Board Meeting	Strategic	Ad-hoc
	Establish Annual Meeting Date, Time and Location	Chief Financial Office	At or before August Regular Board Meeting	Compliance - Election Policy and Procedure	Reoccurring
	Key Ratio Trend Analysis (KRTA) Presentation	Chief Operating Office	August Regular Board Meeting	Compliance	Reoccurring
	Post Election Analysis and Annual Review of Election Policy and Procedures	General Counsel	August Regular Board Meeting	Compliance - Election Policy and Procedures	Reoccurring
	Power Supply and Energy Management Policy (Approval)	Chief Executive Office	August Regular Board Meeting	Strategic	Ad-hoc
	Review Election Policy & Procedures (Draft Form)	General Counsel	August Regular Board Meeting	Compliance	Reoccurring
	TEC Annual Meeting	General Counsel	August Regular Board Meeting	Informational	Reoccurring

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September	Annual Meeting Planning	Chief Financial Office	September Regular Board Meeting	Compliance	Reoccurring
	Annual Review of Strategic Plan	Chief Operating Office	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Board Assessment Review	General Counsel	September Regular Board Meeting (biennial-2018)	Strategic	Reoccurring
	Business Plan Review	Chief Operating Office	September Regular Board Meeting	Strategic - Annual Review	Reoccurring
	Cost of Service Study Preliminary Results and Recommendations	Chief Operating Office	September Regular Board Meeting	Strategic	Ad-hoc
	Election Policy and Procedures Amendment (Draft)	General Counsel	September Regular Board Meeting	Compliance - Annual Review	Reoccurring
	Risk Management Planning and Initiative	Chief Financial Office	September Regular Board Meeting	Strategic	Ad-hoc

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October	4CP Performance Summary	Chief Operating Office	October Regular Board Meeting	Strategic	Reoccurring
	Election Policy and Procedures Amendment (Approval)	General Counsel	October Regular Board Meeting	Compliance	Reoccurring
	Ethics and Compliance Reporting Policy - Review	General Counsel	October Regular Board Meeting	Compliance	Reoccurring
	Policy on Policies - Review	General Counsel	October Regular Board Meeting (biennial-2018)	Compliance	Reoccurring
	Resolution Review for NRECA Regional Meeting	General Counsel	October Regular Board Meeting	Strategic	Reoccurring



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November	Approve Capital Credits Retirement	Chief Financial Office	November Regular Board Meeting	Compliance - Capital Credits Policy	Reoccurring
	Budget, Capital Improvement Plan (CIP), and Work Plan (Initial Discussion)	Chief Financial Office	November Regular Board Meeting	Strategic	Reoccurring
	Election Timeline (Draft)	General Counsel	November Regular Board Meeting	Compliance	Reoccurring
	Emergency Operations Plan Review	Chief Operating Office	November Regular Board Meeting	Compliance	Reoccurring
	Legislative Update	General Counsel	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring
	Recognition of PEC Linemen Participation at Annual International Lineman's Rodeo	Chief Operating Office	November Regular Board Meeting	Compliance	Reoccurring
	Recognition of Veterans with Moment of Silence	Chief Executive Office	November Regular Board Meeting	Compliance	Reoccurring
	Report on NRECA Regional Meeting	General Counsel	November Regular Board Meeting	Strategic	Reoccurring

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Board Meeting Month	Item	Owner	Due Date Notes	Strategic Item or Compliance Item	Reoccurring or Ad-hoc
December	Appoint NRECA Voting Delegates for NRECA Annual Meeting	General Counsel	December Regular Board Meeting	Compliance - NRECA	Reoccurring
	Appoint CFC Voting Delegates for CFC Annual Meeting	General Counsel	December Regular Board Meeting	Compliance - CFC	Reoccurring
	Appoint NRTC Voting Delegates for NRTC Annual Meeting	General Counsel	December Regular Board Meeting	Compliance - NRTC	Reoccurring
	Appoint Member(s) to Plan Administration Committee	General Counsel	December Regular Board Meeting	Compliance	Reoccurring
	Approve Elections Communications Plan	General Counsel	December Regular Board Meeting	Compliance	Reoccurring
	Budget, Capital Improvement Plan (CIP), and Work Plan (Approval)	Chief Financial Office	December Regular Board Meeting	Strategic	Reoccurring
	Cyber Security Update	Chief Information Office	December Regular Board Meeting	Strategic	Reoccurring
	Election Timeline (Approval)	General Counsel	December Regular Board Meeting	Compliance	Reoccurring
	Legislative Update	General Counsel	Prior to each Legislative Session (biennial)	Compliance - Legislative Policy	Reoccurring



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