



To: Board of Directors
From: Bill Magness, ERCOT Vice President, General Counsel and Corporate Secretary
Date: July 10, 2012
Re: Periodicity of Meetings, including 2013 Board Meeting Schedule

1. Periodicity of Meetings

ERCOT must file annually with the Public Utility Commission of Texas (PUCT) its recommendation regarding the periodicity of governing board meetings. Such recommendation must be based on an examination of the frequency of meetings conducted by similar organizations and shall include an estimate of the costs associated with meeting more frequently than once per quarter. For your review, a copy of ERCOT’s 2011 Recommendations for Periodicity of Governing Board Meetings, filed in PUCT Project No. 27706 on December 29, 2011, is attached. ERCOT Legal expects to file ERCOT’s 2012 Recommendations for Periodicity of Governing Board Meetings by year end.

2. 2013 Board Meeting Schedule

In the interest of maintaining meeting efficiencies and reducing meeting frequency, ERCOT Management recommends the meeting schedule noted below for the Board’s consideration.

Meeting Month	Proposed 2013 Board/Committee Meeting Schedule			Comments
	Board	F&A Committee	HR&G Committee	
January	January 15	January 14	January 14	Election of Chairs may be handled at this time.
March	March 19	March 18	March 18	
May	May 14	May 13	May 13	The following week may pose travel conflicts for the 2013 IRC Joint Board Conference.
July	July 16	July 15	July 15	
September	September 17	September 16	September 16	
November	November 19	November 18	November 18	Thanksgiving occurs on November 28.
December	December 10			The Bylaws require the Annual Meeting is held with a Board meeting – traditionally during December. The Board agenda should be kept to a minimum.



The proposed schedule would allow for Board and Committee meetings every other month except for the month of December at which time the Annual Meeting and one additional Board meeting would be held.

Historically, the Board votes to approve the Board meeting schedule for the upcoming year at each September Board meeting. Please note that the Strategic Planning Event is optional and may be scheduled at a later date.

I look forward to answering any questions regarding these matters at the July 17, 2012 Board meeting.