



**Date:** April 11, 2023  
**To:** Board of Directors  
**From:** Peggy Heeg, Human Resources and Governance (HR&G) Committee Chair  
**Subject:** 2024 ERCOT Board Meeting and Annual Meeting Schedule

**Issue for the ERCOT Board of Directors**

**ERCOT Board of Directors Meeting Date:** April 18, 2023

**Item No.:** 9.1

**Issue:**

The Board of Directors (Board) of Electric Reliability Council of Texas, Inc. (ERCOT) must set the dates and locations for the 2024 regular meetings of the Board and the date for the 2024 Annual Meeting of Members.

**Background/History:**

Pursuant to Section 4.6(a) of the ERCOT Amended and Restated Bylaws (Bylaws), the “Board shall meet at least quarterly, with at least one meeting occurring in conjunction with the Annual Meeting of the Members.” The Board must set the time and place of Board meetings. Public Utility Regulatory Act (PURA) Section 39.1511(b) provides that the “bylaws of the independent organization and rules of the commission must ensure that a person interested in the activities of the independent organization has an opportunity to obtain at least seven days’ advance notice of meetings and the planned agendas of the meetings and an opportunity to comment on matters under discussion at the meetings.” As such, to comply with the Bylaws and PURA, the Board votes on the time and place of regularly scheduled Board meetings.

The Board is expected to meet at ERCOT’s principal office in Austin, Texas (8000 Metropolis Drive (Building E), Suite 100), as follows (the Proposed Meeting Schedule):

- February 27, 2024;
- April 23, 2024;
- June 18, 2024;
- August 20, 2024;
- October 10, 2024; and
- December 3, 2024.

It is also proposed that the date of the 2024 Annual Meeting of the Members be the same date as the December 2024 Board meeting. At the April 17, 2023 meeting of the HR&G Committee, the Committee will review this proposal (the Proposed Meeting Schedule) and is expected to recommend that the Board schedule its 2024 meetings and the 2024 Annual Meeting of the Members according to the Proposed Meeting Schedule.



Meetings of the Board's committees are expected to be held on the day prior to the Board meetings. If the dates, locations or times of the scheduled meetings change, ERCOT will provide ample notice prior to the dates of affected meetings.

In considering the Proposed Meeting Schedule, ERCOT staff has recommended that the Board continue to meet on even-numbered months. Prior to beginning the even-numbered schedule in 2014, an odd-numbered month schedule created issues around preparation of meeting materials due to holidays including New Year's Day, Spring Break, Fourth of July, Labor Day, and Thanksgiving. Furthermore, an April meeting facilitates approval of the Company's financial statement audit, and an October meeting allows sufficient planning time for any items requiring approval before the end of the year.

**Key Factors Influencing Issue:**

Bylaws Section 4.6(a) and (b) and PURA Section 39.1511 require the Board to set and provide public notice of the dates and locations of its meetings at least seven days in advance of the meeting.

**Conclusion/Recommendation:**

ERCOT staff recommends, and the HR&G Committee is expected to recommend, that the Board schedule its regular meetings and the Annual Meeting of Members in the 2024 calendar year as set forth in the Proposed Meeting Schedule.



**ELECTRIC RELIABILITY COUNCIL OF TEXAS, INC.**  
**BOARD OF DIRECTORS RESOLUTION**

WHEREAS, after due consideration of the alternatives, the Board of Directors (Board) of Electric Reliability Council of Texas, Inc. (ERCOT) deems it desirable and in the best interest of ERCOT to set the dates and locations of its 2024 meetings, pursuant to ERCOT's Amended and Restated Bylaws Section 4.6(a) and (b).

THEREFORE, be it RESOLVED, that the Board hereby approves that the 2024 Meetings of the ERCOT Board will be held at ERCOT's principal office in Austin, Texas (8000 Metropolis Drive (Building E), Suite 100) at approximately 9:00 a.m. (Central prevailing time) as noted below:

- February 27, 2024;
- April 23, 2024;
- June 18, 2024;
- August 20, 2024;
- October 10, 2024; and
- December 3, 2024.

THEREFORE, be it FURTHER RESOLVED, that the date of the 2024 Annual Meeting of Members will be called on the same date as the December 2024 Board meeting.

**CORPORATE SECRETARY'S CERTIFICATE**

I, Jonathan M. Levine, Assistant Corporate Secretary of ERCOT, do hereby certify that, at its April 18, 2023 meeting, the Board passed a motion approving the above Resolution by \_\_\_\_\_.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of April 2023.

\_\_\_\_\_  
Jonathan M. Levine  
Assistant Corporate Secretary