**via posting**

**TO:** NAESB Board Revenue Committee Members and posting for interested industry parties

**FROM:** Jonathan Booe, Deputy Director, NAESB

**RE:** Meeting Notes from theNAESB Board Revenue Committee Meeting on May 16, 2012

**DATE:** May 18, 2012

Dear Revenue Committee Members,

A Revenue Committee meeting was held on May 16, 2012 in Houston, Texas at the NAESB office. The meeting was called to order at 10:00 am Central. Mr. Desselle presided over the meeting. The notes and attachments below serve as a record for the meeting.

| **Notes from the May 16, 2012 NAESB Board Revenue Committee Meeting** |
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| **Administrative:** | Mr. Desselle welcomed the participants in the room and on the phone. Mr. Booe provided the antitrust guidance and called the roll of the Committee. Quorum was established. Mr. Desselle reviewed the agenda with the participants and Ms. Crockett moved to adopt it as drafted. Mr. Desselle seconded the motion and the motion passed without opposition.  |
| **Discussion** | Mr. Desselle reminded the Committee members that the purpose of the meeting is to identify potential sources for non-dues related revenue for the organization and opened the floor for comment. Through discussion the Committee identified four potential sources for additional revenue.1. Non-member Meeting Attendance FeeAll Committee members agreed that requiring a nominal fee for non-members who wish to attend Executive Committee, Subcommittee, Task Force or Work Group meetings or conference calls is a reasonable policy modification that the organization should consider. The revenue collected from non-members participating in the standards development process would defray the expenses incurred hosting such meetings, including audio/visual services, conference call and webcasting services, meals and refreshments and staff support. In the past, the membership has subsidized the cost of allowing non-members to participate free-of-charge in meetings and conference calls through their membership dues. As the expense was rather marginal, the additional cost has been a non-issue. Over the past two years the organization has grown and expanded into new areas and participation by non-members has grown exponentially. While NAESB always welcomes the participation of any interested party regardless of their membership status, NAESB should consider charging a nominal fee for non-member participation within standards development committees and subcommittees in order to ensure the continued financial health of the organization. As such, the Revenue Committee recommends that NAESB charge all non-members participating in all Executive Committee, Subcommittee, Task Force or Work Group meetings or conference calls at a rate of $150 for half day events and $300 for full day events.  2. Non-member WebsiteAll Committee members agreed that limiting access to the current NAESB website to members only and creating a non-member website would provide additional incentive for membership in NAESB. The Revenue Committee proposes that a member log-in be required for accessing certain areas of the NAESB website including the NAESB Bulletin, information concerning the Monthly Update conference calls and the Quadrant specific websites. Non-members will have access to all other areas of the website and will be able to access information about attending and participating in meetings through an open access meeting calendar. The agendas, work papers and meeting notes will be periodically deleted from the non-member open access calendar but will remain available on the member website. Conference bridge and web cast information will be offered on the member website for all meetings and conference calls. This information will be unavailable for non-members until they RSVP and make payment for the Non-member Meeting Attendance Fee. 3. Increase Fees for NAESB Courses and Products.All Committee members agreed that the non-member fee for attending the NAESB offered courses and training should be increased as follows:* NAESB Base Contract Course for non-members increases from $800 (early registration) / $1000 (late registration) to $1200 (early registration) / $1600 (late registration).
* NAESB WGQ Business Practices Course for non-members increases from $1250 (early registration) / $1600 (late registration) to $1500 (early registration) / $2000 (late registration)

All Committee members agreed that the non-member price for purchasing certain NAESB products should be increased as follows:* NAESB Contracts price for non-member purchase increases from $50 to $250. All addendums to the contract remain $50.
* NAESB individual booklet price for non-members increases from $100 to $250.

The Committee members propose the aforementioned changes for the purpose of increasing revenue and creating additional incentives for membership. The proposed price increases were determined based upon other similar courses and products offered by other industry organizations and take into account the increased risk of potential copyright violations. The Committee agreed that NAESB should continue to offer members only review sessions, such as the recent session on the NAESB DSM/EE standards under consideration by the FERC. The Committee also agreed that inclusion in the NAESB distribution lists and email exploders should remain a membership benefit. 4. Membership Benefit SurveyThe Committee members agreed that NAESB should develop a simple survey to be distributed to the NAESB Board members concerning membership benefits. Ms. Crockett agreed to work with the NAESB office to develop the short survey, which will be reviewed by the Revenue Committee before distribution.   |
| **Other Business/Next Meeting and Action Items:** | Mr. Booe agreed to incorporate the decisions made by the Revenue Committee into his notes and circulate them with the group. Ms. Crockett agreed to circulate a draft survey with the Committee members before distributing it to the Board of Directors. The Committee recommended that the modifications discussed during the meeting be put into place as soon as administratively possible by the NAESB office.  |
| **Adjourn:** | The meeting was adjourned at 11:25 am Central. |
| **Work Papers Provided for the Meeting:** | **Meeting Related Documents:*** Announcement and Agenda: <http://www.naesb.org/pdf4/bd_revenue051612a.docx>

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| **Notes from the May 16, 2012 NAESB Board Revenue Committee Meeting****REVENUE COMMITTEE MEMBERS** |
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| **Name** | **Organization**  | **Attendance** |
| Susanna B. Barry | Tennessee Gas Pipeline Company | Phone |
| Bill Boswell | NAESB | Phone |
| Valerie Crockett  | Tennessee Valley Authority | In Person |
| Michael Desselle | Southwest Power Pool | In Person |
| Michael Gent | Open Access Technology International, Inc.  | Phone |
| Debbie McKeever | Oncor | In Person |
| Rick Smead | Navigant Consulting, Inc. | In Person |
| **OTHER ATTENDEES** |
| **Name** | **Organization**  | **Attendance** |
| Jonathan Booe  | NAESB | In Person |
| Dave Francis | Midwest ISO | Phone |
| Rae McQuade  | NAESB | In Person |
| Denise Rager | NAESB | In Person |