

## 2025 Board Materials Schedule

| Responsible                                  | Activity   | Estimated Days in Advance | January 16, 2025*                | February 7, 2025**                 | February 18-20, 2025              | May 6-8, 2025                   | July 8-11, 2025                | September 16-18, 2025              | December 9-11, 2024                |
|--|--|---------------------------|----------------------------------|------------------------------------|-----------------------------------|---------------------------------|--------------------------------|------------------------------------|------------------------------------|
| BCO Legal Team                               | Provide Draft agendas to Internal Board and Committee Liaisons                                   | 40                        |                                  |                                    | Monday, December 16, 2024         | Monday, March 3, 2025           | Monday, May 12, 2025           | Monday, July 28, 2025              | Monday, October 13, 2025           |
| <b>Internal Board and Committee Liaisons</b> | <b>Deadline to Submit Proposed agenda items/changes to BCO Legal Team</b>                        | <b>35</b>                 | <b>N/A</b>                       | <b>Friday, December 20, 2024</b>   | <b>Friday, December 20, 2024</b>  | <b>Thursday, March 6, 2025</b>  | <b>Thursday, May 15, 2025</b>  | <b>Thursday, July 31, 2025</b>     | <b>Thursday, October 16, 2025</b>  |
| BCO Legal Team                               | Draft Agendas to CEO and Board Chair for review  | 32                        | N/A                              | N/A                                | Thursday, January 9, 2025         | Monday, March 10, 2025          | Tuesday, May 20, 2025          | Tuesday, August 5, 2025            | Tuesday, October 21, 2025          |
| BCO Legal Team                               | Email presenters/draftsperson meeting material requirements and submission deadlines             | 30                        | N/A                              | N/A                                | Monday, December 23, 2024***      | Friday, March 21, 2025          | Monday, June 2, 2025           | Monday, August 11, 2025            | Monday, October 27, 2025           |
| <b>Material Presenter/Draftsperson</b>       | <b>Submit all presentations to Legal, as appropriate , for review</b>                            | <b>14</b>                 | <b>Tuesday, January 7, 2025</b>  | <b>Monday, January 27, 2025</b>    | <b>Tuesday, February 4, 2024</b>  | <b>Tuesday, April 22, 2025</b>  | <b>Tuesday, June 24, 2025</b>  | <b>Tuesday, September 2, 2025</b>  | <b>Tuesday, November 25, 2025</b>  |
| <b>Material Presenter/Draftsperson</b>       | <b>Last day to submit key presentations to CEO for review</b>                                    | <b>12</b>                 | <b>Thursday, January 9, 2025</b> | <b>Wednesday, January 29, 2025</b> | <b>Thursday, February 6, 2025</b> | <b>Thursday, April 24, 2025</b> | <b>Thursday, June 26, 2025</b> | <b>Thursday, September 4, 2025</b> | <b>Thursday, November 27, 2025</b> |
| <b>Material Presenters/Draftsperson</b>      | <b>Submit <u>final</u> Board Materials, reflecting CEO and Legal comments, to BCO Legal Team</b> | <b>7</b>                  | <b>Monday, January 13, 2025</b>  | <b>Monday, February 3, 2025</b>    | <b>Tuesday, February 11, 2025</b> | <b>Tuesday, April 29, 2025</b>  | <b>Tuesday, July 1, 2025</b>   | <b>Tuesday, September 9, 2025</b>  | <b>Tuesday, December 2, 2025</b>   |

\* January 16, 2025 meeting has an accelerated submission and post schedule and is only relevant to the Finance & Business Development Committee and Board of Directors. These meetings will likely be cancelled and the actions approved via Written Consent.

\*\* February 7, 2025 meeting has an accelerated submission and post schedule and is only relevant to the Compensation and Human Capital Committee Meeting

\*\*\* Emails to presenters for February 18-20, 2025 meeting was accelerated due to competing deadlines and meetings

### Legend

Deadlines to submit materials

Deadlines to submit final Board Materials, reflecting CEO & Legal comments