



North American Energy Standards Board

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Home Page: www.naesb.org

March 4, 2004

TO: Interested Industry Participants for the NAESB Board of Directors Meeting
FROM: Rae McQuade, NAESB Executive Director
RE: Meeting Announcement for the NAESB Board Meeting – March 18, 2004

Dear Industry Participants,

The March Board meeting will be held in Houston at the Houston Airport Marriott Hotel, which is located adjacent to the George Bush Intercontinental Airport. The specifics of the meeting are:

Where: Houston Airport Marriott Hotel
18700 John F. Kennedy Boulevard
Houston, TX 77032
Hotel Phone: 281-443-2310

When: Thursday, March 18
9:00 a.m. to 12:30 p.m. Central

We look forward to seeing you at the meeting. Conference calling will be available should you be unable to attend in person. The agenda is attached and meeting materials should be prepared for you shortly. A lunch is provided following the meeting.

Best Regards,

Rae McQuade
NAESB Executive Director & COO



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NORTH AMERICAN ENERGY STANDARDS BOARD OF DIRECTORS MEETING Houston Airport Marriott Hotel, Houston, Texas

**Thursday, March 18 – 9:00 a.m. to 12:30 pm Central
DRAFT AGENDA**

- 9:00 a.m. 1. Welcome & Administrative Items
- Antitrust Guidelines
 - Agenda Adoption
 - Adoption of Minutes from 12-04-03
- 9:15 a.m. 2. Managing Committee Report
- Action taken on the scope of Request R03035 – Managing Committee Action and Board Notational Vote
- 9:45 a.m. 3. Executive Director's Report
- Monthly Update Calls – “At A Glance”
 - Membership Report
 - Advisory Council Report
- 10:00 a.m. 4. Financial Report
- Accrual Based Report 2003 YE
 - Accrual Based Report January 2004
 - Review of Conference Calling Charges Program
- 10:15 a.m. Break
- 10:30 a.m. 5. Additions to the Annual Plans – Disposition of Request R03035
- Background on R03035
 - Board Action to determine disposition of R03035 – determine if assignments will be made as additions to 2004 annual plans
- 11:15 a.m. 6. Executive Committee Report
- Wholesale Gas Quadrant
 - Wholesale Electric Quadrant
 - Retail Gas & Retail Electric Quadrants
- Noon 7. Updates on Related Groups
- Natural Gas Council Industry Collaborative on Gas Quality and Interchangeability
 - Joint Interface Committee
 - Coordination with NERC
- 12:15 p.m. 8. Old and New Business
- Meeting Schedule for 2004
 - Installation of Michael Desselle as Chairman, NAESB Board of Directors
- 12:30 p.m. Adjourn

Attire – Business Casual

Lunch is served immediately following the Board meeting
