



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas, 77002
Phone - (713) 356-0060, Fax - (713) 356-0067, email gisb@aol.com
Home Page -- www.gisb.org

VIA FACSIMILE & EMAIL

May 19, 1999

TO: GISB Board of Directors
FROM: Rae McQuade, Executive Director
RE: Upcoming June 10 Board of Directors Meeting

MEETING ANNOUNCEMENT:

Attached please find the draft agenda for the upcoming Board of Directors meeting, which is scheduled for June 10, as previously announced. Materials will be sent to the Board members shortly, and posted on the home page for access by interested parties.

The meeting arrangements for the Board meeting are:

Where: Sheraton North Houston Hotel, George Bush Intercontinental Airport
15700 John F. Kennedy Boulevard
Phone: 281-442-5100
When: June 10, 1999
1:00 p.m. to 5:00 p.m. central

The hotel is located within the George Bush Airport (previously named Houston Intercontinental Airport) for the convenience of the Board members traveling to Houston. Coffee service will be available during the meeting. I look forward to seeing you in Houston on June 10. Please feel free to call if you have any questions or comments, or additions to the agenda.

cc: Trade Associations for distribution to their members
Laurie Paulson
Posting on GISB Home Page for access to all GISB members and other interested parties
Jim Buccigross
Dennis Holbrook



GISB BOARD OF DIRECTORS MEETING

Sheraton North Houston Hotel, Houston, Texas
June 10, 1999 -- 1:00 p.m. to 5:00 p.m.

PROPOSED AGENDA

- | | | | |
|-----------|---|--|--|
| 1:00 p.m. | 1 | Welcome & Administrative Items <ul style="list-style-type: none">• Antitrust Guidelines• Agenda Adoption | J. Templeton
D. Holbrook |
| | 2 | Adoption of Minutes from March 4, 1998 | J. Templeton
R. McQuade |
| | 3 | Annual Plan <ul style="list-style-type: none">• Common Codes• Internet Standards Development• Imbalance Trading and Netting• Critical Notices• Workload Analysis• Proposed Changes to the 1999 Annual Plan | J. Buccigross
C. Caldwell
R. McQuade |
| | 4 | Certification Program <ul style="list-style-type: none">• Progress Report• Board determination on:<ul style="list-style-type: none">• Is this activity within the scope of GISB? and, if so,• Is the activity in support of GISB's interests as an organization such that we should proceed? | B. Boswell
R. McQuade |
| | 5 | Finance Reports <ul style="list-style-type: none">• 1999 Accounting Report - Cash & Accrual Based• Non-dues based Revenue Generation Projects | B. Boswell
R. McQuade |
| | 6 | Membership Report <ul style="list-style-type: none">• 1999 Membership• Projects to Attract New Members | R. McQuade |
| | 7 | Other Business | |
| 5:00 p.m. | | Adjourn | |