



## Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: [www.gisb.org](http://www.gisb.org)

---

**TO:** GISB Board of Directors  
**FROM:** Rae McQuade, Executive Director  
**RE:** Draft Agenda for Board Meeting - December 5, 2001  
**DATE:** November 21, 2001

---

Our final Board meeting in 2001 will be held on December 5 from 12:30 p.m. to 4:00 p.m. The meeting will be in the airport area for the convenience of those members traveling to Houston. The meeting specifics are below, and draft agenda follows.

**WHERE:** Houston Airport Marriott Hotel, George Bush Intercontinental Airport  
18700 John F. Kennedy Boulevard  
Houston, Texas 77032  
Phone: 281-443-2310

**ROOM:** Amarillo Room

**WHEN:** Wednesday, December 5, 2001  
**12:30 p.m. to 4:00 p.m. Central (Note Earlier Start Time)**

The hotel is located in the George Bush Airport complex (previously named Houston Intercontinental Airport) for the convenience of the Board members traveling to Houston, and can be reached from any of the four terminals through the airport transportation system. Coffee service will be available during the meeting. **Board members and presenters are also invited to a lunch with a buffet service to begin at 11:30 a.m. located in the Laredo Room of the Houston Airport Marriott Hotel.**

A printed copy of the materials for the meeting will be provided shortly to the directors, the Executive Committee officers and the presenters. The materials will be posted on the GISB Home Page in the "Board of Directors" area for attendees to download. This meeting, as with all GISB meetings, is open for attendance by any interested party.

Please feel free to call the GISB office should you have any questions or comments. We look forward to seeing you at the Board meeting.



## Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: gisb@aol.com

Home Page: [www.gisb.org](http://www.gisb.org)

---

### **GAS INDUSTRY STANDARDS BOARD OF DIRECTORS MEETING**

**Marriott Airport Hotel, 18700 JFK Boulevard, Houston, Texas  
Amarillo Room**

**Wednesday, December 5, 2001 -- 12:30 p.m. to 4:00 p.m. Central**

#### **DRAFT AGENDA**

- 12:30 p.m.
1. Welcome & Administrative Items
    - Antitrust Guidelines
    - Agenda Adoption
  2. Adoption of Minutes from September 19, 2001
  3. Retail Gas & Electric and Wholesale Electric Standards Development Consideration and Vote on Bylaws and Certificate.
    - Resolution for Proposed Organization Name Change, Conforming Change to the Certificate
    - Resolution for Proposed Bylaws
    - Discussion on Upcoming DOE Meeting December 7, 2001
  4. Annual Plan
    - 2001 Plan Update
    - 2002 Proposed Plan for the Wholesale Gas Quadrant
  5. Finance Reports
    - Current Year Financials
    - 2002 Proposed Budget
  6. Membership Report
  7. Other Business
- 4:00 p.m.
8. Adjourn