



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

Via email

TO: GISB Contract Subcommittee Participants
FROM: Rae McQuade, Executive Director
Cary Metz, Co-Chairman, GISB Contracts Subcommittee
RE: **Subcommittee Conference Call - July 31, 2001**
DATE: July 9, 2001

Dear GISB Contracts Subcommittee Participants,

The subcommittee participants are asked to join this conference call to do a final review and vote on the contract as prepared by the drafting team. Two work papers are provided for this meeting, in addition to the draft minutes of May 9. The first paper lists the discussion items referencing the contract, and the second document is the revised contract as prepared by the drafting team. Subcommittee participants are asked to come prepared to discuss and vote on each of the items. All items have been reviewed at least once by the subcommittee or the drafting team, and this agenda is being distributed with enough notice to allow participants to review the decisions made to date and the outstanding issues with internal staff to allow for efficient use of everyone's time.

For this meeting, the subcommittee will review each of the discussion items in reference to the draft base contract prepared by the drafting team as of June 25, determine resolution and vote on those items. Once the review is completed and the votes taken, the next steps will be determined.

The meeting specifics are:

Date/Time: Tuesday, July 31, 2:00 pm to 4:00 pm central
Conference Calling: Please call the GISB office for the conference calling instructions

GISB thanks the volunteers on the drafting team and the Contracts Subcommittee for providing language to support the agreed upon -- membership driven organizations such as GISB are successful because of the efforts of such volunteers. The base contract has experienced wide industry use, and with the changes proposed, should be a more valuable industry tool.

Best Regards,

Rae McQuade



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

**GAS INDUSTRY STANDARDS BOARD
CONTRACTS SUBCOMMITTEE CONFERENCE CALL
DRAFT AGENDA**

July 31, 2001

The Contracts Subcommittee will meet via conference call on **Tuesday, July 31, 2001**, from **2:00 pm to 4:00 pm** (CCT). The subcommittee will review the questions from the drafting group (note work paper 7-31 discuss items) and determine resolution.

- 1 Welcome
 - Welcome to members and attendees
 - Roll Call
 - Antitrust Guidelines
 - Adoption of Agenda
 - Adoption of May 7, 2001 draft Minutes

- 2 Discuss and resolve the items listed on the Discussion Items Work Paper (7-31-01).

- 3 Wrap-up
 - Assignments and deadlines
 - Next meeting arrangements and agenda items

- 4 Adjourn