



Gas Industry Standards Board

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Via email & posting

TO: GISB Contract Subcommittee Participants
FROM: Rae McQuade, Executive Director
Cary Metz, Co-Chairman, GISB Contracts Subcommittee
RE: **Subcommittee Conference Call - August 6 & 7, 2001**
DATE: July 31, 2001

Dear GISB Contracts Subcommittee Participants,

The subcommittee participants are asked to join this conference call to continue the 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 July 31. The first paper lists the discussion items referencing the contract and is the same work paper that was provided for the meeting on July 31, and the second document is the revised contract as prepared by the drafting team reflecting the changes made on July 31 by the Contracts Subcommittee. Subcommittee participants are asked to come prepared to discuss and vote on each of the items beginning with section 6. All items have been reviewed at least once by the subcommittee or the drafting team.

For this meeting, the subcommittee will review each section, beginning with section 6 and note the changes made by the drafting team, review any other outstanding 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: Monday, August 6, 2:00 pm to 4:00 pm central
Tuesday, August 7, 2:00 pm to 4:00 pm central

Conference Calling: Please call the GISB office for instructions for participating on the teleconference (713-356-0060)

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



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GAS INDUSTRY STANDARDS BOARD CONTRACTS SUBCOMMITTEE CONFERENCE CALL DRAFT AGENDA

August 6 & 7, 2001

The Contracts Subcommittee will meet via conference call on **Monday and Tuesday, August 6 and 7, 2001, from 2:00 pm to 4:00 pm (CCT)**. The subcommittee will review the contract, section by section, and 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 July 31, 2001 Draft Minutes
- 2 Review and adopt the language changes proposed by the drafting group, section by section, beginning with section 6.
- 3 Discuss and resolve any outstanding items listed on the Discussion Items Work Paper (7-31-01).
- 4 Wrap-up
 - Assignments and deadlines
 - Next meeting arrangements and agenda items
- 5 Adjourn