



Gas Industry Standards Board

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Via posting

TO: GISB Contract Subcommittee Participants
FROM: Rae McQuade, Executive Director
Cary Metz, Co-Chairman, GISB Contracts Subcommittee
RE: **Subcommittee Conference Call - September 5, 2001**
DATE: August 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. For this meeting, the subcommittee will review the outstanding issues remaining on the short term contract.

The meeting specifics are:

Date/Time: Wednesday, September 5, 2:00 pm to 4:00 pm central

Conference Calling: Please call the GISB office for conference calling number, conference leader and pass code.

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**

September 5, 2001

The Contracts Subcommittee will meet via conference call on **September 5, 2001, from 2:00 pm to 4:00 pm (CCT)**. The items below will be discussed and possibly voted for resolution.

- 1 Welcome
 - Welcome to members and attendees
 - Roll Call
 - Antitrust Guidelines
 - Adoption of Agenda
 - Adoption of August 27 Draft Minutes

- 2 Discuss the following items:
 - Discuss workpaper 3 (posted on 8/27 date);
 - Discuss possible dates for joint conference consisting of both long- and short-term committees to determine if a separate long-term contract will be developed. (Proposed in the August 7 meeting to resolve the issue of the use of "short-term" in this contract.) Please note workpaper 5 (posted 8/27 date) that lists items tabled for long-term discussions;
 - Sending this contract out for industry comment; and
 - Canadian addendum

- 3 Wrap-up
 - Assignments and deadlines
 - Next meeting arrangements and agenda items
 - Schedule a short-term/long-term committee meeting to discuss the issues of whether GISB will have one contract, one contract with long-term standard amendment, or two contracts: short and long terms

- 4 Adjourn