



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 13, 2001**
DATE: September 12, 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 13, 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 13, 2001

The Contracts Subcommittee will meet via conference call on **September 13, 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 September 5, 2001 Draft Minutes

- 2 Discuss the following items:
 - Discuss remaining issues from workpaper 3 (posted on 8/27 date);
 - Canadian addendum
 - Discuss agenda items for a joint teleconference, long and short term subcommittees, October 1, 2001, 2:00-4:00 CCT. Agenda items noted to date are:
 - Post notice of long term meeting and request work papers using the modified GISB contract as the basis for comments
 - Determine direction for long term subcommittee:
 - Use the modified GISB as both the long term and short-term contract by deleting references to short term
 - Develop a standard long term addendum to the modified GISB
 - Develop a separate long term contract

3. Vote to adopt:
 - The modified GISB short term contract, so that it can be sent out for industry comment
 - The Canadian addendum, so that it can be sent out for industry comment

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

- 5 Adjourn