



Gas Industry Standards Board

1100 Louisiana, Suite 4925, Houston, Texas 77002

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Home Page: www.gisb.org

Via posting

TO: GISB Contract Subcommittee Participants & Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director
Diane McVicker, Co-Chairman, GISB Contracts Subcommittee
Cary Metz, Co-Chairman, GISB Contracts Subcommittee

RE: **Meeting Announcement** for the Contracts Subcommittee Meeting – November 28, 2000

DATE: November 20, 2000

Dear GISB Contracts Subcommittee Participants,

During the next scheduled meeting for this subcommittee, the participants will continue to review suggested changes to the short-term base contract. Once the changes to the short-term base contract (GISB Standard No. 6.3.1) have been finalized, the subcommittee will directly follow that effort with the development of the long-term base contract. During the upcoming meeting, outstanding issues from the October 18 meeting will be considered, beginning with review of the consensus document submitted by the workgroup and section § 10.2 submitted by Exxon Mobil. After those changes are considered, the changes in sections as identified in submitted work papers will be considered in order, continuing with section § 10.

Several work papers have been submitted and a summary of the work papers is available (www.gisb.org). Should participants want to suggest further changes, please electronically forward your suggested changes by section number, along with rationale to the GISB office, gisb@aol.com, by end of business, November 27.

The meeting specifics are:

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

Date/Time: **Tuesday, November 28, 2000**
2:00 to 4:00 p.m. central

The co-chairs for this effort are Cary Metz and Diane McVicker. Their contact information can be found below:

Cary Metz Midland Cogeneration Venture
Email: cdmetz@midcogen.com

Diane McVicker Salt River Project
Email: dbmckick@srpnet.com

The draft agenda follows and work papers have been posted including the prior meeting's draft minutes. We look forward to seeing you at the meeting.

Best Regards,

Rae McQuade



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GAS INDUSTRY STANDARDS BOARD CONTRACTS SUBCOMMITTEE MEETING

2:00 to 4:00 p.m. central, Tuesday, November 28, 2000

DRAFT AGENDA

The Contracts Subcommittee will meet via conference call on **Tuesday, November 28, 2000** from **2:00 to 4:00 p.m. central.** The subcommittee will continue its review of the work papers submitted and any others received prior to the meeting against the existing contract for changes. The review will continue with section § 10, after outstanding issues from the prior meeting are addressed.

1. Welcome
 - Welcome to members and attendees
 - Antitrust Guidelines
 - Adoption of Agenda
 - Adoption of October 18 Minutes
2. Discuss Items Carried Over From Previous Meeting
 - Review of the consensus document submitted by the workgroup
 - Section § 10.2 changes submitted by Exxon Mobil
3. Review of Changes Submitted for the Short Term Base Contract
 - Identification of work papers
 - For each change identified, in clause order, continuing with section § 10:
 - Submitting company, if represented on phone call, will state why request was proposed
 - Discussion of request
 - Straw vote to determine if request will be conceptually added for further consideration in the short term contract
4. Wrap-up
 - Assignments and deadlines
 - Next meeting arrangements and agenda items
 - Suggested date for next meeting
5. Adjourn