

Gas Industry Standards Board
Internet "Look and Feel" Team
Travis Place, 1010 Travis, Houston, Texas

Monday, February 23, 1998, 1:00 p.m. - 5:00 p.m.
Tuesday, February 24, 1998, 9:00 a.m. - 5:00 p.m.
Wednesday, February 25, 1998, 9:00 a.m. - 3:00 p.m.

Draft Agenda

1. 1:00 p.m. Monday; Welcome
 - Antitrust Guidelines
 - Housekeeping
 - Identification of Secretary for Minutes
 - Introduction of meeting participants
 - Adoption of Agenda
 - Approval of minutes from the prior meeting
2. Brief reading of proposed principles, definitions and standards to date.
3. Review of assignments (i.e. definition of central site).
4. Review of draft from FTTF recommending a definition of both the minimal and optimal technical characteristics and guidelines for the developer and user of the site.
5. Continue reviewing framework (beginning with II.C.) to draft proposed principles, definitions and standards as necessary. Any modifications, clarifications or refinements of the framework may be proposed here as well.
6. Next meeting date and location.
7. Wednesday, 2:45 p.m. -- Summarize progress, assignments and action items.
8. Wednesday, 3:00 p.m. -- Adjourn.

Note: Background documents for this meeting will be posted on the task force page of the GISB World-Wide Web site (<http://www.gisb.org/ilf.htm>).

The chairman may elect to extend the hours of the meeting on Monday, the 23rd, and Tuesday, the 24th, if more time is required to complete the agenda.

The teleconferencing feature will not be available for this meeting.