



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com
Home Page: www.naesb.org

TO: NAESB Parliamentary Committee, Posting for Interested Industry Participants
FROM: Meghan McMillan, NAESB Staff
RE: Final Minutes from the NAESB Parliamentary Committee Meeting – March 20, 2003
DATE: April 21, 2003

**NAESB Parliamentary Committee Meeting
Thursday, March 20, 2003 (1:30 p.m. – 4:00 p.m. Eastern)
Final Minutes**

1. Welcome and Introductions

Mr. Haynes opened the meeting and participants introduced themselves.

2. Antitrust Guidelines

Ms. Ogg gave the antitrust advice.

3. Adoption of Agenda

Mr. Burks moved, seconded by Mr. Williams, to adopt the agenda. Upon a procedural vote the agenda was adopted as written.

4. Adoption of Draft February 25, 2003 Meeting Minutes

Participants clarified the group should be referred to as the Parliamentary Committee, rather than Parliamentary Council. The change in reference was made throughout the February 25, 2003 meeting minutes. Mr. Williams moved, seconded by Mr. Maddox to adopt the draft minutes from the February 25 meeting. Upon a procedural vote the minutes were adopted as modified.

5. Review of Revised NAESB Operating Practices and Format for Materials

Ms. McQuade noted the NAESBOps were approved at the March 20, 2003 Board meeting, with the expectation of additional changes to NAESBOps 7, 8 and 10. To create a complete procedures document, it was noted Mr. Paulson would format the NAESBOps in a manner similar to the FASB¹ procedures, and then Mr. Costan would review the completed document for consistency with the NAESB Bylaws and Certificate of Incorporation. The date of April 23, 2003 was suggested for the next meeting, during which the Parliamentary Committee would review the NAESBOps that were edited and reviewed by Mr. Paulson and Mr. Costan as well as the outstanding NAESBOps (7, 8, and 10) still being drafted by the drafting team headed by Mr. McMillan. Once reviewed, they would be forwarded to the Board at its meeting in June. Mr. Boswell requested the drafting team provide an executive summary to highlight any substantive changes made to NAESBOps 7, 8, and 10.

6. Bylaws Review of minimum Representation Requirements for Quadrants and Segments

Parliamentary Committee members discussed the minimum representation requirements for each of the NAESB Quadrants as specified in the bylaws. It was noted that the current threshold is forty members for each Quadrant, with each segment having five members. Mr. Maassel moved, seconded by Mr. Desselle to conduct the count of Quadrant and Segment members on January 1 of each year, this count to be valid until December 31 of the same year. Upon a procedural vote the motion passed unanimously.

1 FASB – the Financial Accounting Standards Board has a booklet entitled “Rules of Procedure” that includes FASB’s Certificate, Bylaws, and Operating Procedures.



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com

Home Page: www.naesb.org

Participants discussed the ramifications of a Quadrant falling short of the minimum requirements. It was suggested a quadrant falling below the minimum requirements should have an opportunity to regain the necessary membership within the calendar year in which the count was performed.

Mr. Desselle moved, seconded by Mr. Maassel that a Quadrant found deficient on January 1 would have 90 days to meet the membership threshold. If the threshold is not met within 90 days, the Quadrant would be on probation for the remainder of the calendar year, such that the Quadrant must develop a solution and report on the progress of that solution at each subsequent Board meeting. The Quadrant's solution must be in place not later than the last Board meeting of the year. The probation would not affect any of the membership benefits held by the quadrant and its members. Upon a procedural vote the motion passed unanimously.

7. Next Steps and Other Business

No other business was discussed.

8. Adjourn

Mr. Templeton moved, seconded by Mr. Maddox to adjourn the meeting on March 20, 2003 at 3:04 p.m. Eastern.



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com
Home Page: www.naesb.org

9. Attendees

Name	Organization	Attending	Note
Jim Templeton	Comprehensive Energy	Phone	Member
Terry McGill	Enbridge	Phone	Member
Lyn Maddox	PG&E Energy Trading	In Person	Member
Cade Burks	EC Power	In Person	Member
Bill Boswell	McGuireWoods/Dominion	In Person	Member
Scott Brown	Exelon	In Person	Member
John Williams	8760	In Person	Member
Micheal Desselle	AEP	In Person	Member
Leonard Haynes	Southern Company	In Person	Member
Joe Hartsoe	AEP	In Person	Member
Jim Buccigross	8760	In Person	
Mariam Arnaout	AGA	In Person	
Steve Zavodnick	Baltimore Gas & Electric	Phone	
Joelle Ogg	John Hengerer	In Person	Counsel for the meeting
Jay Costan	McGuireWoods	In Person	
Todd Oncken	NAESB	Phone	NAESB
Rae McQuade	NAESB	In Person	NAESB
Meghan McMillan	NAESB	In Person	NAESB
Bill Grygar	Panhandle Eastern	In Person	
Kim Van Pelt	Panhandle Eastern	In Person	
Ken Brown	PSE&G	In Person	
Theresa Hess	Reliant Energy Retail Services	Phone	
Mike Bray	Shell Gas Transmission	In Person	
Yvette Camp	Southern Company	Phone	
Greg Butrus	Southern Company	Phone	
Leslie Nishida	WI Public Service Corporation	Phone	
Dale Davis	Williams Gas Pipeline	In Person	