



North American Energy Standards Board

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April 21, 2003

TO: **Parliamentary Committee Named Members:** Bill Boswell, Jim Templeton, Lyn Maddox, Terry McGill, Cade Burks, Leonard Haynes, John Williams, Scott Brown, Dave McMillan, Joe Hartsoe, Michael Desselle, Dave Pfeifer, Greg Lander
Board Officers: Leonard Haynes, Michael Desselle, Mark Maassel, Bill Boswell, Jim Templeton

FROM: Rae McQuade, NAESB Executive Director

cc: Jim Buccigross, Jay Costan

RE: **Parliamentary Committee Conference Call - April 23, 2003**

Dear NAESB Parliamentary Committee Members,

As previously announced, the Parliamentary Committee has scheduled a conference call for April 23 from 1:30 pm to 3:30 pm Eastern. The purpose of the call is to review the draft NAESB Operating Procedures as reformatted by Mr. Paulson. We look forward to hearing from you on the call. The phone number and dialing instructions and work papers have been forwarded to you already for this meeting. The agenda and work papers are also posted on the web site.

Best Regards,
Rae

**NAESB Parliamentary Committee
Draft Agenda for Conference Call
April 23, 2003 - 1:30 p.m. to 3:30 p.m. Eastern**

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| 1:30 p.m. | 1. | Welcome and Introductions |
| | 2. | Antitrust Guidance |
| | 3. | Adoption of Agenda |
| | 4. | Adoption of Draft March 20, 2003 Meeting Minutes |
| | 5. | Review of Revised NAESB Operating Practices and Format for Materials |
| | 6. | Next Steps and Other Business |
| 3:30 p.m. | 7. | Adjourn |