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David Miller, PE
Standardization Manager

December 6, 2000

To: CRE Subcommittee Chairs and Sponsors

Subject: Monday Morning Meeting Minutes

The meeting minutes from our Monday, October 30, 2000 CRE Subcommittee Chairs and Sponsors meeting are attached. Our next meeting will be held Monday, May 7, 2001, at the 2001 Spring Refining Meeting at the Hyatt Regency Hotel in Atlanta, Georgia.

I look forward to seeing you in Atlanta.

Sincerely,

David Miller

c: B. Cox
R. Goodman
A. Johnson
R. Nichols
D. Osage
M. Rogalski
D. Soffrin

MEETING MINUTES
OCTOBER 30, 2000 CRE SC CHAIRS AND SPONSORS MEETING
7:00 – 7:30 AM
SAPPHIRE ROOM
WYNDHAM PALACE HOTEL, LAKE BUENA VISTA, FL

1. Opening and Introductions – R. Nichols

R. Nichols welcomed the attendees and asked for self-introductions.

2. Summary of Sunday Evening Workshop – B. Cox

B. Cox reported on the Sunday Evening Workshop. Issues covered were use of electronic tools to process API standards and updates to the API CRE Policy and Procedures Manual as well as the API Standards Procedures.

3. CRE Schedule for SC Oral Reports and the SC Triennial Report – R. Nichols

R. Nichols reviewed the CRE schedule.

4. ISCC Update on Delft ISO/TC 67 SC6 Meeting – M. Rogalski

M. Rogalski reported on the Delft meeting.

5. Project Coordination Committee/Budget Review Meeting Schedule – B. Cox

B. Cox reported on the PCC Meeting and the Budget Review meeting schedules.

6. Adjournment – R. Nichols

R. Nichols adjourned the meeting at 7:30 AM.

Chairs and Sponsors Meeting Attendance List:

R. Nichols, Pennzoil-Quaker State, Chairman
B. Cox, Equilon, Vice-Chair
D. Miller, API, Secretary
B. Bedesem, ExxonMobil, Member
C. Cook, Texaco, Member
P. Eichamer, ExxonMobil, Member
B. Elliott, Alyeska, Visitor
D. Ermis, Texaco, Member
B. Ferguson, Conoco, Member
R. Goodman, API, Staff
A. Johnson, API, Staff
J. McLaughlin, ExxonMobil, Member
P. Myers, Chevron, Member
D. Osage, M&M, Member
M. Porter, Texaco, Member
M. Rogalski, Equilon Tech, ISCC Chair
E. Sheperd, Chevron, Member
D. Soffrin, API, Staff
R. Szanyi, ExxonMobil, Member
G. Tamalis, Texaco, Member
A. Wolf, ExxonMobil, Member