

**May 15, 2000**

Monday

- 8:30 AM - 9:30 AM International meeting - McDonald, Haug, Kean, Sutton; Bannantine and Bhatnagar by phone - 853-3233 - 4580
- 2:00 PM - 2:30 PM Dave Delainey per your request
- 2:30 PM - 3:00 PM Kevin Hannon re: general update
- 3:15 PM - 3:45 PM Ken Lay per your request
- 4:00 PM - 5:00 PM Resco discussion w/Gene Lockhart (by phone), Lou Pai, Koenig, Kean & Sutton

**May 16, 2000**

Tuesday

- 7:30 AM - 8:30 AM 1:1 - Van Kampen @ 2800 Post Oak Boulevard (Transco Tower) - go to 51st floor, ask for David McLaughlin; you'll then be directed to 45th floor. Paula Rieker w/meet you there
- 9:00 AM - 10:00 AM 1:1 - AIM Management Group @ 11 Greenway Plaza, 19th Floor, check in on street level and go to 19th Floor
- 10:45 AM - 12:00 PM E-speak (starts at 11:00 - they need you at 10:45) @ EB4799
- 12:00 PM - 1:30 PM Lunch w/Joe Sutton
- 1:30 PM - 2:00 PM Frank Bay, etal re: Sony update (10 minutes)
- 3:00 PM - 4:00 PM Corporate image video shoot - 50M04 (see attached for instructions)

**May 17, 2000**

Wednesday

- 8:15 AM - 9:00 AM 8:30a - Call from John Miller (college buddy) 8:45a - Kevin Boyle (ex-McKinsey meeting w/Andy - Andy will leave voicemail w/details)
- 10:00 AM - 10:30 AM 10:15a - Exec. Committee of Board call - EB5001
- 2:00 PM - 2:30 PM Videotaping for MS150 (Deb Gebhardt) - EB5001
- 2:30 PM - 3:00 PM 2:45p - Leave to pick up Jeffrey
- 4:00 PM - 5:00 PM Jeffrey's appointment at IMC - Memorial City Medical Center, Medical Center Tower - 920 Frostwood, Suite 670, 713.973.1453

**May 18, 2000**

Thursday

- 8:30 AM - 9:00 AM Charlene Jackson

**May 18, 2000 Continued**

Thursday

9:00 AM - 9:30 AM Mary Joyce - tentative

12:00 PM - 6:00 PM Forum Retreat

**May 19, 2000**

Friday

10:00 AM - 1:00 PM Dr. Amin - 50M03

1:00 PM - 2:00 PM Hold open

3:00 PM - 4:00 PM TENTATIVE: Joe Sutton, David Haug, Rick Bergsieker - Exmar discussion (Sutton will visit with Skilling re: need for this meeting)

**May 22, 2000**

Monday

1:30 PM - 2:30 PM Ron Hulme - update

2:30 PM - 3:30 PM James Moore (Am. National Power) and Mark Frevert

3:30 PM - 4:00 PM David Haug (15 minutes, review LNG outline)

4:30 PM - 5:00 PM To ENE hangar

**May 23, 2000**

Tuesday

1:30 PM - 3:30 PM David Haug, etal - LNG EB5029 (by Joe's office)

3:30 PM - 4:00 PM Dan McCarty

4:00 PM - 4:30 PM 4:10p SAP timekeepers kick-off (10 minutes) Doubletree - LaSalle B Room

4:30 PM - 5:30 PM Cliff Baxter - one of the projects

5:30 PM - 6:00 PM 5:45p - Haircut @ Urban Retreat. Ask for Janice

**May 24, 2000**

Wednesday

7:15 AM - 8:35 AM Bob Jeffe re: strategic overview at Four Seasons - DeVille Room

9:45 AM - 10:15 AM Jim Crowder re: IBM debrief

11:00 AM - 12:00 PM Wheels up to Washington, D.C.

