



NFRC 2006 Summer Membership Meeting  
July 24-27, 2006, Minneapolis, MN

## Minutes

### Software Subcommittee

Wednesday, July 26, 2006

*Under the Technical Committee Block: 7:30 am –11:30 am*

*Chair: Brad Snoddy, Associated Laboratories, Inc.*

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**1. Call to order**

- a. Circulate attendance sheet
- b. Welcome to All Attendees ...Cell phones & pagers to Silent Mode
- c. Review Subcommittee voting requirements: one vote per member company
- d. Antitrust reminder
- e. NFRC Meeting Guidelines

**2. Recording secretary appointed (Jessica Ferris)**

**3. Minutes from March 8, 2006 San Diego meeting approved as presented**

**4. Agenda approved**

**5. Reports**

- a. WINDOW 6/THERM 6 Approval TG – Joe Hayden:  
TG met by conference call a few times and there is a ballot.
- b. CMA Software Specification TG – Tony Rygg:  
Status report: final draft of RFP completed, so on schedule.

**Motion:** Recommendation to move CMA RFP to the board pending editorial and formatting changes.

M/S Charlie Curcija  
Elaine Hebert

Discussion: Rich Biscoe – supports Margaret’s recommendation of getting software contractor to develop specifications - Speaking against this motion as well as Margaret Webb and Greg Carney

4-22-9 – Motion fails

**Motion:** Have RFP rewritten/reviewed by spec writer in consultation with CMA Software TG and then submitted to the board for approval. (This will need to be done in a timely manner).

Chair, board, and staff will select the spec writer – should be someone who is not going to bid on the project.



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## Draft Minutes

M/S Margaret Webb  
Marcia Falke

38-1-0 – Motion passes

### 6. Unfinished Business

- a. **Ballot Items -- Proposed changes to the Software Approval Guidelines** – 2 negatives and 1 AC
- i. U. Mass Negative

**Motion** to find this negative persuasive – should be minimum of 5 as opposed to 3 members to TG.

M/S Joe Hayden  
Willy DuPont

23-0-8 – Motion passes

- ii. Graham Architectural Products - Negative withdrawn.  
iii. CEC Approved with Comments – editorial comments will be incorporated into the document – document does not look as though it has been formatted.

**Motion:** Approve the ballot as amended and forward it to Technical with implementation upon immediate publication.

M/S Joe Hayden  
Elaine Hebert

23-0-3 – Motion passes

### 7. New Business - None

### 8. Meeting Adjourned @10:45