

**Meeting Notes – Combined Exterior/Interior Attachments Task Group Meeting
December 10, 2008**

Meeting called to Order by Mike Cienian
Antitrust Reminder shared
Agenda shared and approved

Those in attendance on the conference call:

Dennis Anderson
Mike Cienian
Rob Simons
Sanjiv Malkan
Tom Morrissey
David Cummings
Janine Vernon
Brian Johnson
Andy Rittenhouse
Tom Merker
Craig Dasse
Dennis Roberts
David DeBlock
Scott Hanlon
Jeff Bedard
Roger Lebrun
Ross McCluney
Peter Lyons
Willie duPont
Asaf Salama
John Gant
Mike Rubin

Rob Simons gave an update on activity to draft the Attachments version of the NFRC100 document. He has added a section 5.8 based on Ross McCluney's suggestions. His work group will strive to complete the draft by the next combined task group meeting.

Tom Merker advised that there were no additions or comments to the installation guidelines document. He will send it to Rob Simons for the NFRC 100 team to use as part of their work. This document will likely be on our Ballot for the March NFRC meeting.

John Gant gave an update on activity to draft the Attachments version of the NFRC200 document. A small subteam (John Gant, Mike Cienian, Ross McCluney, Willie DuPont and Sanjiv Malkan) will be meeting on Dec 17 to identify columns on the Product List that Sanjiv is maintaining with regards to Solar Heat Gain only (for NFRC200) and U-Factor only (for NFRC 100).

Sanjiv Malkan shared the current version of the Product List. There was discussion regarding the flat panel products from Dennis Robert's group. He will provide pictures/drawing to Sanjiv to include in the document. The group also determined how best to include exterior and interior flat panel screen products. Sanjiv will update the list accordingly.

Willie DuPont shared the current designs for commercial and residential base case windows that he has been developing. The group was pleased with Willie's work. There is still some work to be done to compare these reference windows ratings of U-Factor and SHG performance to the existing reference windows the Task Group has been discussing. Willie noted he was still expecting to receive the glazing specs for these windows from others in the team.

New Business included a discussion of an upcoming 2-day session at the LBNL facilities. Mike Rubin explained possible content. There is much interest and timing looks feasible for the first week of February 2009. In a somewhat related new business matter, the sharing session that has been discussed with Marilyne Anderson is also being planned for early February. It is quite likely that Marilyne may be able to present as part of the 2-day workshop. Mike C and Mike R will follow-up.

Fred Higgins announced that he will be chairing the "Road Map" work group, and those interested in being a part of this team should let Fred know. The "Road Map" group will set the overall path toward achieving NFRC rating, labeling and other activities for attachments.

The CMA subcommittee discussion will be deferred to another meeting as Charlie Curcija was not in attendance in today's session.

It was noted that as our task groups determine new definitions, we need to keep Charlie Curcija and the Glossary group informed as a courtesy. These new definitions will not be a part of the NFRC glossary at this time, but we do want to share what we are working on. Sanjiv noted he is keeping such a glossary list with the Product List work.

As a final note, Fred shared that all materials to be placed on March 2009 NFRC Ballots need to be submitted to NFRC staff by January 23, 2009. We have several items that are on track to be ready from our various work groups. Our next combined task Group meeting will be on January 14, 2009. Work Group leaders should strive to have their Ballot materials ready for the Task Group to review at that meeting.

A special thank you to all participants in the Exterior and Interior Attachments Task Groups for all their hard work in 2008, and wishes for a safe and happy holiday season.

Meeting Adjourned.

Respectfully submitted by Mike Cienian