

WINDOW6 / THERM6 Approval Task Group

Webex / Conference Call Notes

Monday, August 20, 2007

4:00 – 5:00 p.m. EDT

Chair: Joe Hayden, Pella Corporation

- 1) The meeting was called to order at 4:10 pm EDT and anti-trust reminder was stated.
 - a) Roll call: *Scott Hanlon, Joe Hayden, Ross DePaola, Dan Wacek, Jim Krahn, Christian Kohler and Charlie Curcija.*
- 2) Scott Hanlon appointed recording secretary. (*NFRC staff*)
- 3) There were no notes to approve from the last conference call since the discussion was only in regard to the draft RFP for ballot.
- 4) The agenda was reviewed and approved.
- 5) J. Hayden summarized the happenings at the Denver meeting: RFP ballot draft was supposed to be reviewed; however, due to an oversight and process errors the review did not occur and the draft RFP will be re-balloted prior to the November meeting.
- 6) The TG reviewed the status of Task List items – the following tasks were modified, deleted, or added:
(Note: completed items will be shaded gray)
 - a) 2-B: Reviewed CBA list.
 - i) #3 – Status date now October 2007
 - ii) #10 – Status date now November
 - b) 3-A: Notes changed – paper to be approved at next ASHRAE meeting.
 - c) 3-B: Notes changed – LBNL will also contact WESTLab & J. Krahn; Now due September 1, 2007
 - d) 3-G: Completed.
 - e) 3-H: Completed
 - f) 5-A: Now due October 1, 2007
 - g) 5-E: Now due November 1, 2007
 - h) 5-F: Now due December 1, 2007
 - i) 6-A: Now due October 1, 2007
 - j) 6-B: Now due December 1, 2007
 - k) 6-C: Now due November 1, 2007

- l) 6-E: Now due March 1, 2008
 - m) 7-A: Notes changed – will possibly coincide with LAP Workshop; Now due September 2008
 - n) 7-C: Now due July 2008
 - o) 7-D: Now due October 2008
 - p) 8-A: Now due October 2008
 - q) 8-B: Now due October 2008
 - r) 9-A: Notes changed – Summer 2008 mtg.; Now due July 2008
 - s) 10-B: Now due October 2007
 - t) 10-E: Now due Fall 2008
 - u) 10-F: Now due December 2007
- 7) The next conference call was scheduled as a web conference meeting on the Thursday, October 11, 2007 @ 4:00PM EDT.
- 8) Meeting adjourned at 4:51 PM EDT.