



## MINUTES

### Research and Technology (R&T) Committee

Tuesday, July 24, 2007

Chair: *Joe Hayden, Pella Corporation*

Vice Chair: *Steve Strawn, Jeld-Wen*

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1. The chair called the meeting to order at approximately 5:48 PM.
    - a. An attendance sheet was circulated. All attendees were reminded of the importance of signing the attendance sheet, and checking the appropriate box on the attendance sheet if they desire to become a voting member of the committee. The attendance sheet is the final authority in any disputes on whether someone did or did not attend the meeting, and regular meeting attendance is a requirement for maintaining voting membership on the committee.
    - b. Roll call was taken and a quorum was established.
    - c. Committee voting requirements were reviewed: one vote per member company listed on the roster.
    - d. All attendees were reminded to keep cell phones and pagers silent.
    - e. All attendees were reminded of the anti-trust Guidelines to be observed during the meeting.
    - f. All attendees were reminded of the NFRC Meeting Guidelines to be observed during the meeting.
  2. Scott Hanlon (Staff) appointed recording secretary.
  3. The agenda was reviewed and approved as presented by consensus.
  4. Minutes from March 6, 2007 (Austin, TX) meeting were approved as presented in program book by consensus.
  5. Reports (Action Items only)
    - a. LTEP Subcommittee – Steve Strawn
      - i. No actions to report
    - b. Optical Properties Subcommittee – Shelia Gore.
      - i. No actions to report
    - c. Research Subcommittee – Richard Biscoe.
      - i. **MOTION:** R. Biscoe / B. Shah moved to forward the 2007 Research Manual to the BOD for approval with all noted comments and edits and formatting to be addressed by NFRC staff and recommend implementation upon publication and sunset previous version at the same time. Motion passes by unanimous voice vote.
      - ii. **MOTION:** R. Biscoe / D. Wacek moved to approve the bid from Carli, Inc. for Non-standard Products under CMA, and that the project be awarded to Carli. Motion passes by unanimous voice vote.
      - iii. **MOTION:** W. duPont / D. DeBlock moved to approve the Complex Product VT Research BRTG recommendation that the project be awarded to ATI, Inc. under the provision that the optical experts be approved by the PMTG before any payment is made. Motion passes 25-0-12.



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- d. Thermophysical properties Subcommittee – Charlie Curcija.
  - i. No action items
- e. Glossary and Terminology Task Group – Charlie Curcija.
  - i. **MOTION:** C. Curcija / R. McCluney moved to forward the NFRC 600 Glossary revised at the TG to the BOD and be implemented upon publication and that the previous version be sunset at the same time. Motion passes by voice vote with 1 abstention.
6. Unfinished Business
  - a. J. Hayden reminded the SC chairs to begin planning for their 2008 budget needs.
7. New Business
  - a. W. duPont proposed to the membership that language may need to be added to the Research Manual about the qualifications of the members on the BR & PMTG and possibly hire experts to sit on the TG.
    - i. This may be a line item on the subcommittee's budget
8. J. Hayden summarized the Action Items from R&T for the BOD.
9. The meeting was adjourned at approximately 6:16 PM

DRAFT