1. Call to Order @ 2:00pm EST
2. Agenda approved as presented
3. Review RCBC Task List
   a. Review Spring 2018 ballot
      i. Staff to format NFRC 100 and 200 ballots and provide to S. Strawn for introduction review
   b. Grids – Manufacturers & WESTLab
      i. Reviewed Pella – to redefine the characteristics of the TL
      ii. WESTLab & Intertek to provide data by deadline
   c. COG, Skylights, & 0/1 – Intertek
      i. TG recommendation is to use the height of the product use in Window
      ii. Include using Window COG during the revision of NFRC 500 methodology
   d. Spandrels – Spandrel TG – no TG meeting
   e. 0/1 language – added to ballot
   f. Door Transom / Sidelight language – added to ballot
   g. Section 5.11.7.B in whitepaper – Staff to provide update by deadline
   h. SGD & BBG – WESTLab to provide update by deadline
      i. Condensation Index – Condensation TG has not met
4. New Business
   a. Document naming – consider creating a new NFRC 100 with a different year designation 201X. (Staff)
5. Schedule Next Meeting – February 8th @ 2:00pm EST.
6. Adjourned at 3:03pm EST