1. Attendance: Ray Garries, Michelle Scism (staff), Dave De Block, Kerry Haglund, David McDonald, Mason Fritz, Roger LeBrun, Steven Coble, Josue Cavasos, Jim Krahn, Jim Larsen, Ray Garries, Neall Digert, Steven Saffell, Charlie Curcija, Helen Sanders, Jeff Brain, Thomas Culp, Steve Harp

2. Neall D. to send to the task group his outline for use of a modified NFRC 203 as base for Daylighting potential by mid-January.

3. Neall D. to discuss with Charlie C. the use of simulation tools for proposal.

4. The task group to decide how to proceed after Neall’s proposal, considering Value proposition.

5. Michelle to forward AGi video link for review by all. It is suggested that our group become familiar with this popular software for possible NFRC connection. (https://youtu.be/lA7-iPGc8F0?list=PLMTy0mxe-CdngbtaGkArdWY1o5qGatfsK)

6. Task group to consider how the earlier four rating proposal by Roger could work with Neall's proposal. (4 ratings are North and South for vertical and roof products).

7. Task group to design action plan and completion timeline at February conference call.

8. Next meeting scheduled for Thursday, February 4th at 12:30 p.m. EDT.