1. P. Bush called the meeting to order at 2:00 p.m. EDT
2. J. Padgett was appointed recording secretary.
3. Attendance: P. Bush, D. Huard, G. McKenna, C. Curcija, J. Gordon, B. Shah, R. Srinivasan, K. Vilhauer, J. Hayden, L. Winkler, S. Meza (counsel), and D. Callahan (CEO)
   a. Absent: K. Haglund, P. Bozorgchami
4. The agenda was reviewed and approved as presented.
5. Board Action Items
   a. Research and Technology Committee - B. Shah
      i. Optical Properties SC:
         1. Motion: B. Shah/G. Mckenna move that the board approve the NFRC 301 ballot with implementation on publication. Passes UVV.
         2. Motion: B. Shah/D. Huard move that the board approve the NFRC 302 ballot with implementation on publication. Passes UVV.
      ii. Thermophysical Properties SC:
          1. The NFRC 101 Appendices Ballot was sent back to task group for further work. Request that staff look at the spreadsheets for Appendices A and B and make them available via the website.
      iii. Research SC:
          1. Committee Motion: B. Shah/J. Hayden Move that the board approve the Diffuse Glazing Characterization Request for Funding of Research to the Board for approval. Passes UVV.
          2. Note: if approved, NFRC will need to form a project monitoring task group.
   b. Technical Committee - M. Thoman
      i. Condensation Resistance SC:
         1. Motion: J. Hayden/K. Vilhauer, move to direct the ANS Committee to pursue approval of NFRC 500 as ANSI document. Passes UVV.
         2. Motion: K. Vilhauer/G. McKenna: move approval NFRC 500 and 501 ballots with implementation held in abeyance until RCBC methodology is implemented. Passes11 approve, 1 abstain.
      ii. U-factor & SHGC SC:
1. Motion: B. Shah/J. Hayden: move for the approval of the NFRC 100 Diffused Glazing, NFRC 100 Obscure Glazing, NFRC 200 Diffused Glazing, and NFRC 200 Obscure Glazing Ballots with implementation upon publication. Passes UVV.

2. The NFRC 100 “OO” Ballot was returned to task group with additional direction provided for the task group to look at the full table for potential improvements in presentation.

iii. Ventilation Rating Subcommittee:
   1. Proposed new scope for the Subcommittee: To develop a standardized method for calculating net ventilation area of operable fenestration products.

iv. Residential Component Based Calculation:
   1. Training will begin this year, proposed in two phases – online and applied/in-person. Implementation plan in development.

c. Ratings Committee – S. Schreiber
   i. NFRC 700 SC:
      1. S. Strawn stepped down as the co-chair of the NFRC 700 Certification Process Streamline Task Group. J. Seals will remain as chair; S. Wendt will be vice chair.
      2. The Ventilation Rating Task Group that reports to Ratings is disbanded.
      3. The NFRC 700 Label Size Ballot was returned to the NFRC 700 PCP Review Task Group that will look at the issue. TG is requested to maintain the current disclaimer language on the label.
      4. J. Hayden/J. Gordon: Move for the approval of the NFRC 700 SDR ballot with implementation and publication held in abeyance until the associated program administrative topics are implemented. Passes UVV
      5. B. Shah/D. Huard: Move the NFRC 700 Component Test Report ballot for approval with implementation upon publication. Passes UVV
   ii. NFRC 705 SC:
      1. NFRC 705 CMA PCP TG to review language in NFRC 700 related to manufacturers changing IAs. Staff will look at needed changes to software.
      2. Alternate Terminology Exploration Task Group has disbanded.

6. New Business
MINUTES

a. Governance Update – D. Huard
   i. L. Winckler (Eastman Chemical Company) added to Board taking the seat vacated by J. Larsen (Cardinal Glass Industries).
   ii. A. Cinnamon (Wiss, Janney, Elstner Associates) added as member at large.

b. R. Garries requests a written reply from the Board regarding why the work on pursuing a Ventilation Rating was stopped.

c. Daylighting Potential Rating Subcommittee is requesting funding for marketing research on interest in a daylighting rating. R. Garries will be preparing information for the Board.

7. The meeting was adjourned at 2:35 p.m. EDT

Respectfully submitted,

Jen Padgett