ATTENDEEs [10]
Mike Collins / Univ. of Waterloo (Chair)  Christian Kohler / LBNL
Brian Crooks / Cardinal IG Willie DuPont / Sunergy Consulting
Joe Hetzel / DASMA Thanos Tzempelikos / Purdue Univ.
Aziz Laouado / NRC Charlie Curciija / LBNL
Anil Parekh / NRCan Bipin Shah

1. **Introductions and selection of secretary**
   - MC acted as secretary

2. **Approve minutes from last meeting, Albuquerque, NM, June 2010.**
   - Approved

3. **Review of Previous Action Items**
   - No Previous Action Items.

4. **Review of Print Version of Fenestration Chapter**
   A) Revisions for 2013 version of the Handbook of Fundamentals
      - MC indicated that the goal for the 2013 version of the handbook was largely to refine the 2009 chapter. Specific goals include:
        - Inclusion of Dave Tait’s research project on high mass glazing products. WD has much of the information.
        - Re-do codes section (we have comments that it is out of date). John Hogan has agreed to review.
        - Increase sustainability / net zero content. AP has agreed to prepare some information.
        - Re-do U-value tables (remove SS, TI, and some triple products / adjust for size and NFRC standard models. This depends on RTAR 1414). The RTAR is is good shape and will be going to vote shortly. The results will likely not make the 2013 HOF.
        - General rewrite of the chapter is required. MC is working on this.
        - Include text related to dynamic products (electrochromic / photochromic / PV-integrated / vacuum windows / etc). Eleanor Lee has been asked to draft.
        - Review and update the sections on daylighting. Eleanor Lee and TT will review.
        - Expand sections on awnings and films. WD and Ross McCluney.
        - NEW: New numbers from manufacturers.
        - TC4.01 (C17-18: Cooling and Heating Loads Calculations) did not update information on $F_R$ terms used in our chapter. MC will follow up on this.
        - Figure 20 (Keyes Chart) is inaccurate (always has been). It needs to be redone. MC and John Wright are working on this.
        - Correct errors in IAC tables. MC is working on this.
- **NEW**: Expansion / Modification to door tables. JH has provided information about tests performed by DASMA. The committee would like to include the information, but it has to be peer reviewed if it is to be included in the HOF. JH agreed to publish a conference paper about the tests.
- **NEW**: Minor typographical errors were put forward. MC has a record of these.

B) Revisions for Handbook CD+ / Handbook Online
- None

5. **Next Handbook Meeting in June 2011 in Montreal, QC, Canada.**

6. **New Business**
   - **New**: The TC will have to formally vote on the new chapter at Summer 2012 meeting. MC noted that serious review will have to start ASAP.

7. **Adjourn**
   - Adjourned at 6:30 pm.