ROLL CALL.

The meeting was called to order by the President, Mr. Tony Bouquot, with the following in attendance:

Those Present

- T. Bouquot, President -Patio Enclosures
- F. Beato -Astro Shapes
- M. Goss -Champion Enclosure Suppliers
- C. Joss -Craft-Bilt Manufacturing
- B. Fabian -Four Seasons Sunrooms
- L. Johnson -Harvey Industries
- A. Snelling -Seaway Manufacturing
- J. Hall -TEMO Sunrooms

Also Present

- N. Angel -Howe & Hutton LLP
- C. Addington -Thomas Associates, Inc.

APPROVAL OF PREVIOUS MINUTES

On motion made, seconded and carried, the minutes of the previous conference call, held December 12, 2008, were approved as written and distributed.

LEGAL UPDATE

NSA Legal Counsel, Ms. Naomi Angel, informed the Board that NSA is in good legal standing.

MEMBERSHIP UPDATE

Staff provided the following membership report:

- 24 Manufacturer Members
- 10 Affiliate Members
- 2 Affiliate Organizations

Staff has received resignations from two Affiliate members, Azon USA and Indalex Aluminum. The total number of Affiliate member resignations received since the 2008 fall meeting is four. (The other two were Ashland Specialty and PPG.)
The Board noted that they will contact their glass suppliers and encourage them to become members of NSA. Mr. Hall indicated that he has been in contact with Guardian, and will send contact information to the NSA office so the appropriate follow up can be made.

WEB SITE UPDATE

Staff provided the following NSA web site report for December 2008:

- 1,635 unique visitors to the site
- 13,905 page views
- 41,469 hits to the site
- Dealer Sponsor search feature was used 111 times

COMMITTEE REPORTS

Staff reported that the Marketing Committee has approved the new NSA membership flyer. The flyer will be posted to the web site and used in the recruitment of new members. A copy of the flyer will be distributed to the potential member list. The Committee is also revising the homepage of the NSA web site. All revisions will be available for review by the end of January 2009. During the previous Board conference call, the members discussed allocating approximately $2,500 to web site revisions. The Board agreed with the allocation in principle, but requested that the committee get quotes and come back with a specific amount.

The NSA Statistics Committee has developed a statistical reporting form. The form will capture annual sales data for 2006-2008, as well as information on the typical cost of a sunroom. The reporting form will be sent out by the end of the month. All reporting forms will be due by mid-February 2009 so staff can compile the data for review at the 2009 spring meeting.

FINANCES

A copy of the December 2008 financial statement was distributed to the Board in NSA Bulletin No. 9-09. The Board reviewed the statement and on motion made, seconded and carried, the statement was approved for file.

Staff will review some investment options with NSA Treasurer Jim Hall. An update on investments will be given during the next conference call.

ENGINEERING SERVICES REPORT

Mr. Walker was unable to participate in the conference call. The following Engineering Services Report was distributed to the Board prior to the call:

PROJECT UPDATES

Fire Testing

NSA legal counsel is currently reviewing the confidentiality agreement that will be sent to Hughes Associates. Once that is complete, the agreement will be sent and the Technical Committee will be contacted regarding sending individual member company test data directly to Hughes Associates for Mr. Beitel’s review. The plan is for Mr. Beitel to review the data, write a
brief generic summary of the test configurations that were reviewed (including success or failure of the tests), and then make recommendations for configurations that NSA may want to consider for future industry testing.

**Sandwich Panel Standard**

Progress continues, but nothing significant to report since the last NSA Board conference call. A Technical Committee teleconference is scheduled for January 29, 2009 where this will be discussed.

**Standard for Full-Scale Sunroom Evaluation Against Building Codes Using Component Testing & Rational Analysis**

This standard has been renamed. It was previously called the “Standard for Component Testing”. Volunteers continue to work on their individual sections and a future teleconference call will be set for the subcommittee once all the draft sections are submitted to the NSA office.

**CODE UPDATE**

The Technical Committee volunteers have drafted several NSA code proposals for discussion, and they have been circulated back to the committee for review and comment. The proposals will be discussed on the January 29, 2009 teleconference.

**INDUSTRY LIAISONS**

The reason Dan Walker is unable to attend the January 15, 2009 NSA Board teleconference is that he is attending the Glazing Industry Code Committee (GICC) meeting on behalf of NSA on that day. A brief written report of the GICC meeting will be provided after the meeting.

**2009 SPRING MEETING**

Staff is working with the Program Planning Committee to finalize the meeting schedule for the 2009 spring meeting, scheduled for March 4-6, 2009 at the Rio Hotel in Las Vegas, Nevada. All registration information has been distributed to the members and is available on the web site.

**FUTURE MEETINGS**

Staff has requested quotes from hotels in the Atlanta airport area for the 2009 fall meeting. An update on the search will be given during the February 2009 Board conference call.

**NEW BUSINESS**

Staff reported that 84 entries for the 2008 Design Awards have been received. Staff will compile the entries, submit them to the judges for review, and compile a presentation that will be given at the 2009 spring meeting.

**NEXT MEETING**

The next conference call will be held February 19, 2009 at 10:30 am EST.
ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted

THOMAS ASSOCIATES, INC.

15-January-2009
CHA