15 attendances

1. Call to order. by Stephen Treado (Chair)
   Introduction of Members, Guest and Liaisons, ALI Coordinator is present: Robert Bean

2. Roll Call and Quorum Determination (Chair):

<table>
<thead>
<tr>
<th>Name</th>
<th>Attendance</th>
<th>Name</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Stephen Treado</td>
<td>Yes</td>
<td>Egils Dzelzitis</td>
<td>Yes</td>
</tr>
<tr>
<td>Wangda Zuo</td>
<td>Yes</td>
<td>Brian W. Meneghan</td>
<td>No</td>
</tr>
<tr>
<td>Birol I Kilkis</td>
<td>Yes</td>
<td>S A Sherif</td>
<td>Yes</td>
</tr>
</tbody>
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3. Reading of the Title and Scope of TC 7.4 (Chair)

4. Review of Agenda (Chair):
   - Changes and additions : none

5. Review of Meeting Minutes of Orlando, FL (Chair)
   Approved 3-0-0.

6. ASHRAE Liaisons Reports (5 minutes each. Written reports for distribution preferred)
   None

7. Chair’s Progress Report (Chair)
   - Multiple ASHRAE awards
   - Free access to ASHRAE publication for members
   - ASHRAE Technical Port for ASHRAE journal and report https://technologyportal.ashrae.org/
   - 1 new MTG for airflow exchange rate in special facility
   - New TC manual procedure to be released
   - New way to import the TC contact information
   - TC Master Calendar is available through Google
   - RAC is prioritize research to residential sector
   - 9 Tracks for Long Beach Conference

8. MEMBERSHIP S/C Chair Report :
   None

9. HANDBOOK S/C Chair Exergy Based Design Rules (Birol I Kilkis)
   - There are many materials. The challenges are what and how to present.
   - Action: B. Kilkis will send W. Zuo an updated draft version of the handbook chapter and Zuo will then circulate it among the TC

10. RESEARCH S/C Chair Report (Treado)
    - WS (Treado will lead): Develop a method of using exergy for practice (not academic research) which may lead to an exergy usage guideline (methodology, how to corporate into
your system, case studies)

11. PROGRAM S/C Chair Report (Ongun Berk Kazanci)
   - New Program Sub-committee Chair: Ongun Berk Kazanci
   - Forum for Long Beach: PV standard (Lead Author: Ongun Berk Kazanci)

12. Standards
    No updates yet. May develop standard for how to apply exergy for sustainable buildings.

13. Website (Sen Huang):
    No updates yet.

14. New ideas