



ARMA Board of Directors
Meeting Minutes
November 6, 2008
10:00 a.m. – 3:00 p.m.
Atlanta, GA

Chair Presiding: Sheree Bargabos, Owens Corning Corporation

Regular Members Attending:

Kenneth Farrish*	Atlas Roofing Corporation
Guillaume Texier*	CertainTeed Corporation
Ruben Garcia*	Firestone Building Products Company
Bob Tafaro*	GAF Materials Corporation
Skip Leonard*	Henry Company
David Koschitsky*	IKO Productions, Inc.
Sarah Tholen	Johns Manville Corporation
Sheree Bargabos*	Owens Corning Corporation
Michael Burton	Owens Corning Corporation
Darrel Higgs	Owens Corning Corporation
John Corbett	Pabco
Tim Kersey*	Siplast
Gilbert Lorenzo*	Soprema, Inc.
Bob Hockman	TAMKO Building Products
David Humphreys*	TAMKO Building Products
Aaron Phillips	TAMKO Building Products
Tim Whelan	TAMKO Building Products
Steve Ratcliff*	Tarco

Associate Members Attending:

Martyn Tiplady	3M Industrial Minerals
Daniel Theriault	Bitumar, Inc.
Jeffrey Stermer	CRAFICO, Inc.
Vince Feinberg	Huhtamaki
Robert Yasenka	Integrated Films, Inc.
Wade Kemp	ISP Mineral Products, Inc.
Ken Walton	ISP Mineral Products, Inc.
Robert Almon	Mid-States Asphalt & Cant Strip
Rich Lee	Momentum Technologies, Inc.
Mike Sullivan	MTI Polyexe Corporation
Bob Hodge	Polyplex
Curtis Maas	Reichel & Drews

Staff and Consultants:

Wendell B. Alcorn, Jr.	General Counsel
Jim Baker	Director of Industry Affairs
John Ferraro	Director of Government Relations
Jim Hilyard	Consultant
Reed Hitchcock	Executive Director

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Introduction, Opening Remarks, Roll Call

Meeting Convened: ARMA President, Sheree Bargabos, Owens Corning, called the meeting to order at 10:00 A.M. (EST). She welcomed the attendees and guests. Bargabos invited the Board Members to do self-introductions, recognized first time attendees and sponsors.

Anti-trust Guidelines: ARMA General Counsel Wendell Alcorn reviewed the ARMA Antitrust Compliance Guidelines to be followed during the Board meeting deliberations. He noted that a copy of the Guidelines summary was previously advanced and was also contained in the Board meeting materials, as well as that a copy of the Guidelines was available on-site at the meeting, and also available, upon request through the ARMA headquarters. Mr. Alcorn reminded the Board of the ARMA Records Retention Policy.

Official Roll Call: ARMA Executive Director Reed Hitchcock called the roll of the ARMA Board of Directors, recording official delegate or designated substitute per company, and announced that a quorum was present.

Approval of the May 15, 2008 Board Minutes:

MOTION: It was duly moved and seconded to approve the minutes of the May 15, 2008 minutes. (Tafaro/Farrish)

THE MOTION PASSED UNANIMOUSLY.

President's Remarks:

Sheree Bargabos recognized the Associate Members in the room along with he sponsors of the Board Meeting events. Bargabos thanked Reed Hitchcock and the ARMA staff for their diligent efforts. Bargabos continued by recognizing the officers of the Association and noted that John Donaldson will be resigning as Vice-President of ARMA, because of changed corporate responsibilities.

Strategic Plan Overview:

Ms. Bargabos reviewed the strategic planning session updates including a new vision and mission along with a reaffirmation and updating of the previous plan's 5 strategic goals and objectives from the May 2008 Strategic Planning Meeting. She noted that Objective 4 includes further development of ARMA's sustainable attributes and green messaging.

MOTION: It was duly moved and seconded to approve the 2008 ARMA Strategic Plan (Humphreys/Corbett)

THE MOTION PASSED UNANIMOUSLY.

By unanimous consent and upon recommendation of the Executive Committee, the Board acknowledged and consented to the new Kellen Company association management agreement and to the appointment of Reed B. Hitchcock to serve as Executive Vice President at the pleasure of the Board.

Health, Safety and Environment Committee

Bob Hockman, TAMKO, reviewed the progress on the asphalt fumes study which includes the recent update to the ARMA/NRCA Fumes Fact sheet entitled, "*SOME QUESTIONS AND ANSWERS ABOUT SHORT-TERM NON-OCCUPATIONAL EXPOSURES TO ASPHALT FUMES CREATED DURING ROOFING JOBS,*" that will be published on the ARMA website. It was noted the hard copies will not be printed to allow for easier control and updating of the document. ARMA does not need to update the Asphalt Fumes Video at this time as it will be an expensive budget items. The AREC testing continues with a draft copy of the report due in February 2009. Due to some sponsor budget issues there will need to be additional funding of \$20,000 for the continuation of this study

and possible peer review. There was an update on the roofing exposure assessment project and timelines.

Generally Achievable Control Technology (GACT) and the regulation's focus are on regulating 90% of all Area Sources. ARMA and EPA met in March 2008 where EPA recanted their previous position monitoring temperature as being the standard; however, as of May 2008 EPA is now looking at a combination of NSPS Subpart UU and temperature. In August of 2008 EPA came back to ARMA to propose ARMA's original position utilizing the NSPS Subpart UU with the suggestion that Title V Permits will not be required within the GACT. EPA requested a letter from ARMA supporting this proposal; however, ARMA will need to review the draft document before supporting the EPA proposed GACT. The Draft GACT is expected to be sent to ARMA by December 31, 2008.

Hockman presented the current status of the PM2.5 Testing, and that After the review of the PM2.5 test report from MACTEC, ARMA determined that test EPA Test protocols were not followed; the data are inconclusive in light of the stated objectives of the program. ARMA is contesting the billing with MACTEC and is seeking a meeting with the MACTEC corporate leadership to resolve the matter.

Hockman reported that in April 2008, EPA updated the NSPS subpart 000, which applies to facilities with crushers and/or grinders. This means that facilities will have to meet more stringent particulate matter standards and opacity standards. They will need to meet additional testing and monitoring requirements. Most facilities are controlling to lower limits than required by regulation.

NSPS Method 5a Solvent replacement testing was reviewed. TCE the solvent used in the testing was banned by the Montreal Protocol on Substances that Deplete the Ozone Layer, as modified and amended. As a consequence, supplies of this solvent are depleted. ARMA met with EPA and requested funds to assist with this project. EPA stated it had no funding and proposed a new procedure that considers only lab trials to reduce costs. ARMA is reviewing the EPA proposal to rework and evaluate the cost of the testing.

Accident and Safety Contest was reviewed, and it was noted that the program is now focusing on trends and long-term safety versus just one snapshot year. Currently, the committee has still not finished the work and will prepare a proposal for the Board.

Post Consumer Shingle Recycling Task Force: Dave Trumbore, Owens Corning, reviewed the history and the scope of the task force. Since ARMA is focusing on green and sustainability messaging, this is a key for future development communications. The Sustainability Council will be doing a comparison of alternative roofing products to see the magnitude of risk of the loss of asphalt roofing market share in light of growing interest in the recycling of materials. There are key issues that will be tracked to determine the speed at which regulation may occur including but not limited to landfill restrictions, incentives for permitting, etc. ARMA will be working with several other associations like Construction Materials Recyclers Association and National Asphalt Pavement Association to coordinate our messages and share resource on developing our position. The task force recommends \$7,500 for 2009 Shingle Recycling Forum and \$2,500 web sponsorship of shinglerecycling.org to update the site and work with CMRA.

APPROVALS OF THE BOARD:

It was duly moved and seconded:

- **Approval of the ARMA Health, Safety and Environment Committee Report as presented? (Corbett/Farrish)**
THE MOTION PASSED UNANIMOUSLY.

(Approved 05-14-09)

- **Approval of Asphalt Fumes Steering Group recommendation to post the revised ARMA Fact Sheet entitled “*SOME QUESTIONS AND ANSWERS ABOUT SHORT-TERM NON-OCCUPATIONAL EXPOSURES TO ASPHALT FUMES CREATED DURING ROOFING JOBS*” to the ARMA web site?**
(Leonard/Bargabos)
THE MOTION PASSED UNANIMOUSLY.
- **Approval of Asphalt Fumes Steering Group recommendation to provide additional \$20,000 funding for the AREC Mouse Skin Painting Study analyses (included in proposed 2009 budget)?** (Koschitzky/Ratcliff)
THE MOTION PASSED UNANIMOUSLY.
- **Approval of ARMA Shingle Recycling Task Force recommendation to provide funding of \$10,000 in support of the 2009 shingle recycling forum and www.shinglerecycling.org (included in proposed 2009 budget)?**
(Tafaro/Koschitzky)
THE MOTION PASSED UNANIMOUSLY.

Steep Slope Committee

Darrel Higgs, Owens Corning, reported to the Board that the Reflectance Steering Group (RSG) has changed its name to **Cool Roofing Steering Group (CRSG)**. The CRSG has a proposed purpose and position statement. At the direction of the Executive Committee, the CRSG updated the position statement to include the areas laid out in the purpose statement. Title 24 work is basically done, the 2008 Compliance Manuals and CEC Blueprint documents are being reviewed, ARMA will need to update the trade off tables and calculator once the 2008 Title 24 is implemented. ARMA's work on ASHRAE 90.1 was successful in removing shingle from the reflectivity requirements and ARMA is awaiting the next comment period to discuss reducing climate zones updates from zones 1-3 down to zone 1. ASHRAE 189.1 committee was disbanded and will reform later in 2009 due to significant opposition from industry. ARMA is following AB32: The Global Warming Solutions Act closely. The California Air Resources Board is administering the program to reduce greenhouse gas (“GHG”) emissions. The paper from LBNL is the basis for much of the work that indicated that cool roofing will decrease the emission of GHGs. The CRSG is reviewing this paper for technical accuracy and will develop a position regarding the paper and the multi-prong approach that LBNL is taking to increase cool roofing's penetration without adequate technical support or scientific authority.

The Reflectance Certification Task Force has finalized its proposed methodology to present to the CRRC for verifying the Paul Berdahl paper and that it will work for standard versus cool granules. This will benefit ARMA and the CRRC by allowing faster time to market for new blends if verification of the methodology is successful. ARMA will be presenting its proposed methodology at the CRRC Technical and Board Meeting in Boston, MA, at the end of November 2008. There was a discussion about approaching CRRC affirmatively based on the science of reflectivity.

The Quality Control Guide Joint Task Force with the NRCA will meet again in March 2009 for a two-day meeting to work on this guide. The Ventilation Task Force determined a vent manufacturers coalition was needed within the industry to help combat the anecdotal stories and opinions that are presented in the market place. There are currently 7 vent manufacturers and ARMA and \$26,500 were raised which includes the \$9000 from ARMA.

APPROVALS OF THE BOARD:

It was duly moved and seconded:

- **Approval of the ARMA Steep-slope Committee report as presented. (Bargabos/Leonard)
THE MOTION PASSED UNANIMOUSLY.**
- **Approval of recommended change to new name, purpose and Statement.
(Humphreys/Bargabos)
THE MOTION PASSED UNANIMOUSLY.**
- **Approval of funding for validation test program for the Reflectance Certification Task Force.
THE MOTION WAS WITHDRAWN AS THE TASK FORCE IS BEING DIRECTED TO TAKE A MORE AGGRESSIVE ROLE IN LEVERAGING CURRENT DATA REGARDING AGING AND CEC CALCULATIONS.**

Mr. Humphreys noted that the committee should either support or not the UL certification program.

Low Slope Committee

Tim Kersey, Siplast, reported the Low-slope CRSG updates including the name change, purpose and position statement that was previously approved under the Steep-slope Committee. The committee is working on the low-slope trade off calculators. ASHRAE 189.1 was disbanded. ARMA opposed ASHRAE 90.1 and demonstrated that this proposal is not cost effective except in climate zone 1 which is the southern most portion of Florida (Miami). Data is being collected from contractors to continue to support the challenge of 90.1. The Low-slope Sustainability Task Force progress was discussed including the target audiences. It was noted that the Steep and Low Slope Sustainability Task Forces were evaluating merging into the Sustainability Council. External organizations such as CEIR are being looked at to coordinate messages and trending tool to compare roofs equally against one another.

Mr. Kersey overviewed FM1-52 Property Loss Prevention Data Sheets that include field uplift tests that are required in hurricane prone regions and is of significant issue for National Roof Contractors Association. The key objective is to raise awareness about where the roofing systems are failing. There are two different standards one in the lab and one in the field where the field test requirements are 50% higher than the laboratory. This is being used as a quality control measure for roofing systems that are not in hurricane prone regions and it was never to be used as a quality control measure. The committee will be mobilizing the coalition of ARMA, NRCA, and FM and attempting to revise the FM-Global policy.

ACTION: The committee will look at other FM Global requirements that include in-situ testing.

Underwriters Laboratory is looking at a contractor certification programs as UL has moved to a for-profit organization. QARC and Low-slope are continuing the work with the Codes committee on the aggregate issue.

APPROVALS OF THE BOARD:

It was duly moved and seconded:

- **Approval of the ARMA Low-slope Committee report as presented; (Humphreys/Farrish)
THE MOTION PASSED UNANIMOUSLY.**

Communications Committee

Sarah Tholen, Johns Manville, thanked committee and the volunteer efforts of the program and noted that the formatting of the committee and including other committee and task force chairs raised the image and the message coming out of the committee. The committee has continued to update the web and benchmark our communications program against other roofing systems in the marketplace. Jim Baker, ARMA Staff, reviewed the Modern Marvels, "The Secret Life of Oil," where the durability, variety and affordability of asphalt shingles was promoted on prime time cable TV.

Quality Asphalt Roofing Council (Incorporated and accepted as part of the Communications Committee Report)

Robert Almon, Mid-states Asphalt, reviewed the progress currently and he noted the membership renewal is in process for the current cycle. QARC has one final article that will be published in Professional Roofing in December 2008. QARC will be expanding to its audience to national, state & local building codes officials; design community; and end users. The key messages were reviewed and the need to leverage our previous work in a quarterly newsletter to the design community. The council needs additional support doing case studies from the member companies to support history of performance. QARC will be working with the codes committee on the ballast and gravel bands along with the positioning of the green and sustainability messages. There was a discussion regarding the need to be sensitive to the needs

APPROVALS OF THE BOARD:**It was duly moved and seconded:**

- **Approval of the ARMA Communications Committee report as presented, and incorporation and acceptance of the Quality Asphalt Roofing Council report as part of the Communications Committee report; (Corbett/Ratcliff)
THE MOTION PASSED UNANIMOUSLY.**
- **Approval of the ARMA Communications Committee Proposed \$24,000 budget. (Lorenzo/Tafaro)
THE MOTION PASSED UNANIMOUSLY.**
- **Approval of one year extension of QARC (this program is self-funding and budgeted at \$55,000). (Bargabos/Corbett)
THE MOTION PASSED UNANIMOUSLY.**
- **RESOLUTION: The board resolved to acknowledge the commitment and dedication of JD Hasselbach and his important shaping of the industry and present a plaque to his family. (Humphreys/Tafaro)
THE MOTION PASSED UNANIMOUSLY.**

Codes and Standards Task Force Report

Aaron Phillips, TAMKO, reviewed the Codes process for the current and upcoming 2009-2010 year. For Steep-slope, ARMA was successful during the most recent codes cycle in removing reference to UL2390 & ASTM D6381 from the IBC. Additionally, the prescriptive requirement of self-sealing or interlocking shingles was removed from the IBC and IRC and replaced with a performance-based requirement of D7158/D3161. The task force is continuing the work on gravel bans in high/hurricane prone regions. The key trends the task force is continuing to follow are Building Envelope Water

Infiltration, Wind Performance, Fire Safety in Wildland-Urban Interface Areas, and Hail/Impact Resistance with insurance industry driving codes to reduce property damage and loss. Mr. Phillips noted the retention of Jay Crandall as an expert codes consultant on the gravel ban issue per the approval of the Board at their last meeting.

APPROVALS OF THE BOARD:

It was duly moved and seconded:

- **Approval of the ARMA Codes and Standards Task Force report as presented;**
(Humphreys/Kersey)
THE MOTION PASSED UNANIMOUSLY.

Financial Report

2008 Year-to-Date Financials

Steve Ratcliff, Treasurer, presented the 2008 Year-to-date Financials. It is estimated that there will be a surplus of \$151,000 this year.

2009 Budget

Steve Ratcliff, Treasurer, presented the reduced budget recommend by the Executive Committee. The 2009 proposed budget shows an approximate 10% reduction in income and expenses. The current budget shows a deficit of \$61,000 that would be pulled from Association reserves.

APPROVALS OF THE BOARD:

It was duly moved and seconded:

- **Approval of the year to date financials as presented. (Tafaro/Corbett)**
THE MOTION PASSED UNANIMOUSLY.
- **Approval of the proposed 2009 budget of Income \$1.438k Expense \$1.500k.**

ADJOURNMENT:

It was duly moved and seconded to adjourn. (Corbett/Tafaro)

Mr. Hitchcock noted that the next ARMA Board meeting will take place in Chicago, IL on May 14, 2009.

There being no further business to come before the meeting, a motion to adjourn was made, seconded (Kersey/Ratcliff) and approved unanimously. The meeting was adjourned at 3:45 p.m. (EST)

Adjournment