75th EXECUTIVE COMMITTEE MEETING
OF THE
IEA SOLAR HEATING AND COOLING PROGRAMME
May 16 – 18, 2014 Calgary, Canada

Hyatt Regency Hotel
700 Centre Street, SE

## SCHEDULE

### Friday, May 16

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>8.30</td>
<td>Technical Tour to Drake Landing Solar Community</td>
<td>Depart from Hyatt Regency Hotel</td>
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<tr>
<td>13.00</td>
<td>Canadian Seminar</td>
<td>Hyatt Regency Hotel</td>
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<tr>
<td>18.00 – 20.00</td>
<td>OA Meeting</td>
<td>Hyatt Regency Hotel</td>
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<td></td>
<td>For all OAs and those proposing new work</td>
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### Saturday, May 17

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>8.30 – 18.00</td>
<td>ExCo Meeting</td>
<td>Hyatt Regency Hotel</td>
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<tr>
<td>19.00</td>
<td>ExCo Dinner</td>
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### Sunday, May 18

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>9.00 – 16.00</td>
<td>ExCo Meeting</td>
<td>Hyatt Regency Hotel</td>
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SATURDAY, May 17th

1. GENERAL BUSINESS (8.30 - 9.00)
   1.1 Welcome – Chairman
   1.2 Apologies and Introductions – Chairman
   1.3 Agenda Confirmation – Chairman
   1.4 Approval of Minutes of the Previous Meeting – Chairman
   1.5 Review of Action Items and Outstanding Reports – Chairman

2. ADMINISTRATIVE REPORTS (9.00 – 10.30)
   2.1 Chairman's Report – Chairman
   2.2 Implementing Agreement Report – Chairman
      • Cooperation with ECREEE
      • US and Finland
   2.3* Executive Secretary Report – Pam Murphy
   2.4* IEA Secretariat Report – Chairman
   2.5 Operating Agents Meeting Report – Michael Köhl

   COFFEE BREAK (10.30 – 10.45)

3. STRATEGIC PLANNING SESSION (10:45 – 11.30)
   3.1* Results of 74th ExCo Meeting Session & Discussion on Future Steps – Ken Guthrie

4. PROPOSED WORK (11:30 – 12:30)
   (20 minutes plus 10 minute discussion)
   4.1* Increasing the Attractiveness of Solar Thermal Systems
        (Concept Phase) – Michael Köhl
        ▪ ExCo vote to approve Concept Paper and start of Task Definition Phase or Concept Development Phase
   4.2* Task 47 follow on Task (Concept Phase) – Fritjof Salvesen

   LUNCH (12.30 – 13.30)
5. **TASK STATUS REPORTS**  
(13.30 – 18.00)  
(Please allot a minimum of 5 minutes for discussion)

5.1** Task 39: Polymeric Materials for Solar Thermal Applications – Michael Köhl (20 minutes)  
- **Participating ExCo vote** on Task Status Report  
- Publication Review Committee: Donat (chair), Weiss, Sjödin

5.2** Task 42: Compact Thermal Energy Storage – Matthias Rommel (20 minutes plus 10 minute for in depth technical update)  
- **Participating ExCo vote** on Task Status Report  
- Publication Review Committee: Bosselaar (chair), Donat, McClenahan

5.3** Task 43: Rating & Certification Procedures – Jan Erik Nielsen (20 minutes plus 10 minutes for Mid-term evaluation)  
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation  
- Publication Review Committee: Windeleff (chair), Guthrie, McClenahan

5.4** Task 45: Large Systems: Large Solar Heating/Cooling Systems, Seasonal Storage, Heat Pumps – Jan Erik Nielsen (20 minutes plus 10 minute for in depth technical update)  
- **Participating ExCo vote** on Task Status Report  
- Publication Review Committee: Windeleff (chair), Weiss, Enriquez

**COFFEE BREAK (15.50 – 16.05)**

5.5** Task 46: Solar Resource Assessment and Forecasting – Dave Rennée (20 minutes plus 10 minutes for Mid-term evaluation)  
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation  
- Publication Review Committee: Habibzadeh (chair), Donat, Eckmanns

6. **FINAL MANAGEMENT REPORTS**  
(17.00 – 18.00)

- **ExCo vote** on Final Management Report and draft Position Paper  
- Task/Publication Review Committee: McClenahan (chair), Donat Mendes, Enriquez

6.2** Task 44: Solar and Heat Pump Systems – Jean-Christophe Hadorn (30 minutes)  
- **ExCo vote** on Final Management Report  
- Task/Publication Review Committee: Eckmanns (chair), Guthrie, Zinzi
SUNDAY, May 18th

7. TASK STATUS REPORTS - continued (9.00 – 11.30)
(Please allot a minimum of 5 minutes for discussion)

7.1* Task 47: Advanced Renovation in Non-Residential Buildings – Fritjof Salvesen (20 minutes)
- Participating ExCo vote on Task Status Report
- Publication Review Committee: Meir (chair), De Herde, Guthrie

- Participating ExCo vote on Task Status Report
- Publication Review Committee: Coulaud (chair), Zinzi, Guthrie

7.3* Task 49: Solar Heat Integration in Industrial Processes – Christoph Brunner (20 minutes plus 10 minutes for Mid-term evaluation)
- Participating ExCo vote on Task Status Report and Mid-term Evaluation
- Publication Review Committee: Weiss (chair), Mendes, Enríquez

7.4* Task 50: Advanced Lighting Solutions for Retrofitting Buildings – Jan de Boer (20 minutes)
- Participating ExCo vote on Task Status Report
- Task/Publication Review Committee: Heinze (chair), Zinzi, Weiss

7.5* Task 51: Solar Energy and Urban Planning – Maria Wall (20 minutes)
- Participating ExCo vote on Task Status Report
- Task/Publication Review Committee: Sjödin (chair), Heinze, Zinzi

7.6* Task 52: Solar Heat & Energy Economics – Sebastian Herkel (20 minutes)
- Participating ExCo vote on Task Status Report and if appropriate Collaboration with other IAs
- Task/Publication Review Committee: Donat (chair), Weiss, Windeleff

- Participating ExCo vote on Task Status Report, revised Work Plan and if needed Annex
- Task/Publication Review Committee: TBD

8. PROGRAMME ACTIVITIES (11.45 – 15.40)
(10 minutes unless noted differently below)

8.1* SHC Conference – Andreas Häberle (45 minutes)
- Committee: Bosselaar, Donat, Guthrie, He Tao (Scientific Chair), Köhl, McClenahan, Murphy, Weiss, Industry chair TBD
8.2* SHC Information Centre – Chairman (20 minutes)
  ▪ Steering Committee members: Bosselaar (ExCo), H. Tao (Vice Chair), Guthrie (Vice Chair), Köhl (OA Chair), Martin (Webmaster), Murphy (SHC Secretariat), Weiss (SHC Chair)

8.3* SHC Website – Chairman

8.4 Trade Association Meeting – Lex Bosselaar
  ▪ Committee: Bosselaar (chair), Donat, McClanahan, Guthrie, Weiss, Mugnier

8.5 SHC 2014 Solar Award – Doug McClanahan
  ▪ Committee: McClanahan (chair), He Tao, Guthrie, Köhl, Weiss

8.6 IEA Building Coordination Group – Lex Bosselaar

8.7 Eurostat – Lex Bosselaar

9. FINANCIAL MATTERS (14.50 – 15.15)

9.1* 2013 Final Financial Report – Chairman

9.2* 2014 Financial Report – Chairman

10. NEXT MEETINGS (15.15 – 15.40)

10.1 2014 Meeting (note new dates)
  ▪ 76th meeting: 16-17 October, Beijing, China
  In conjunction with SHC 2014 on October 13-15

10.2 2015 Meetings
  ▪ Spain and Turkey offered to host a meeting in conjunction with SHC 2015.

Other countries in the queue to host a meeting: Mexico, Finland and Portugal

11. CHAIR ELECTION (15:40 – 16.00)

Task Status Reports and discussion papers noted with a (*) are to be circulated at least 2 weeks in advance – no later than Wednesday, May 1, 2014.
OUTSTANDING PUBLICATIONS  (as of March 18, 2014)

Task 36
1. Handbook – Proposed change at 75th ExCo meeting

Task 42
2. A3.2: Collection of experimental data on the behavior of TCM/PCM-materials to bench-mark numerical codes
3. B3.2: State of the art on numerical modeling of high temperature Thermal Energy Storage applications – Data base on materials engineering and processing
4. B3.3: Laboratory scale application of process heat at 200 °C
5. B3.5: Life Cycle Analysis for Concentrated Solar Power storage
6. B3.6: Final Report WG B3 on High Temperature Applications

Task 44
1. Subtask C: Models of Sub-Components and Validation