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**Date:** February 15, 2001

**TO:** ACI 355

**FROM:** Ronald A. Cook, Chairman

**RE:** Toronto minutes, Philadelphia meeting, ACI 355.2

Attached please find the following:

1. minutes from the Toronto meeting
2. proposed agenda for Philadelphia
3. memo from Richard Wollmershauser listing the unresolved items for ACI 355.2

By now, you should have received the bound blue copy of the provisional ACI 355.2 document and the February issue of Concrete International that contains ACI 355.2 and a history of the actions that have occurred since our last meeting. The public review period is now underway and will last until May. As I understand it, public comments will not yet be available for our Philadelphia meeting. We will discuss the method of addressing the public comments in Philadelphia.

As noted in the proposed Philadelphia agenda, I would like to spend some time going over unresolved 355.2 comments (i.e., those put on hold for the first revision). Please look over the unresolved items in Dick's memo and let either Dick or myself know if you have others that need to be added.

Hope to see you soon.

cc: Todd Watson  
Dan Falconer  
Sharon Wood, TAC Contact to ACI 355