



Date: January 18, 2018

Location: Engineer Building, Room 113

Attendees:

Yufei Cheng, Parker Schrandt, McKenzie Moten, and Trevor Snipes

Minutes Recorded By: McKenzie Moten

## MEETING MINUTES

### Schedule Availability

10 minutes

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#### *McKenzie:*

Monday: Before 12:45

Tuesday: Gap between 12:25- 4:00

Wednesday: Limited

Thursday: Gap between 12:25- 4:00

#### *Parker:*

Monday: Done at 11:10

Tuesday: Gap between 12:25-2:20

Wednesday: Done at 11:10

Thursday: Gap between 12:25-2:20

#### *Yufei:*

Monday: Done at 10:00

Tuesday: Gap between 10:50-4:00

Wednesday: Done at 10:00-4:00

Thursday: Gap between 10:50-4:00

#### *Trevor:*

Monday: Before 12:45

Tuesday: Gap between 12:00-7:00

Wednesday: Before 12:45

Thursday: After 12:00

All of us are available on Friday, except Parker needs enough notice to get off of work.

\*When Dianne sends out her available office hours, we will have our availability provided to make biweekly meetings with her.



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### **Meeting #1 with Technical Advisor Russo**

*10 minutes*

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Meet with Russo on Friday 1/19 or Monday 1/22 before the status update. Things that we want to discuss in our meetings with him are as follows:

- Show Russo the AutoCAD files that we developed from the survey
- Talk about general driveway designs
- talk about economics, aka what designs are the most financially practical for us to “zone in on” this semester.

### **Status Update**

*10 minutes*

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- Show the survey results and discuss it
  - Challenges (challenges that you had physically surveying and what challenges will we have based on the results)
  - potentially not enough room
  - solutions (very general)
  - It is a flat area which shouldn't be a problem
  - what Russo's opinion on the survey was
  - Explain our project may be limited to the driveway
  - Russo's economic driveway suggestions
  - action items

### **New Action Items**

*05 minutes*

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**McKenzie:** Setup meetings w/ Dianne and Russo and send this week's meeting minutes

**Trevor:** Status Update

**Parker:** Look into drainage programs and what values we need

**Yufei:** General companies and material pricing.