

Meeting 3 minutes 9/13/2018

7:00-8:20

General announcements:

- Met at EGR building room 122.

Individual status:

- Most of the presentation has been completed
- Janelle is completing the house of quality
- Amanda is in charge of the budget section of the presentation
- Antoinette will work on the background section
- Felicity has already done much of the design and customer needs

Future tasks:

- Antoinette Goss will continue on background
- Felicity is doing project description
- Janelle will do Customer needs
- Allison will do schedule and budget

Future meeting

- Plans to meet Sunday at 4:00 pm to rehearse and finish presentation