

# MEETING AGENDA

## Topic: Presentation 1

**Saturday, September 22 ,2018**

**Meeting called by: Team**

**Attendees:** Michael Broyles, Ethan Smith, Brandon Beaudoin, Jonathan Hernandez, Nathan Zufelt

**Please bring:** Laptop, Notebook, Relevant research

**Location:** Engineering Room 323

**Objective: Finish Presentation 1**

**Notes: Bring assigned sections**

<b>5:15</b>	Begin meeting: Call meeting to action, assign scribe	Engineering Room #323
<b>5:30</b>	Team members discuss their weekly task: Brandon – Schedule/benchmarking Michael – Format/project description Nathan – Budget Ethan – Background/benchmarking Johnathan – Customer/engineering requirements	Engineering Room #323
<b>Remaining minutes</b>	<b>Plan for next meeting</b> -New Action Items -	Engineering Room #323

**Minutes -18**