

Staff Meeting Minutes

Date: 04/19/2019 2:10-3:00 pm

Location: engineering building

Lead Person: Torki Alhaqqan

Minutes Recorder: Fawaz Almubark

In Attendance: All team members

Executive Summary:

Today for our staff meeting our team meet the client in his office. Team show the client the project after we assembled the entire device, he agreed to tested with torque reader and he set appointment for testing day on Monday 4/22/2019