

Staff Meeting Minutes

Date: 3/8/2019, 1:00-2:00 pm

Location: Dr. Lernner Lab

Lead Person: Torki Alhaqqan

Minutes Recorder: Fawaz Almubark

In Attendance: All team members

Executive Summary:

Today for our staff meeting we are meeting with Dr Lernner to show him the holes that we did on the T bar in the machine shop. Also, we are meeting with him to discuss upper part of the motor. He told us that he will provide it to us.

- **To accomplish:**

1. Get the Leg bar from the machine shop.
2. Get the motor form the client.
3. Give the client the PCP board and the motor and the gear box.