

MEETING MINUTES

Topic:

Thursday, June 19, 2018

8:30 am – 10:00 am

Minutes recorded by Hamad Almarri

Meeting called by Naser Ahmad

Attendees: Naser Ahmad Yousef Ahmad

Fehaid Almarri Hamad Almarri Mohammad Abu Karbal Abdullah Almutairi

Table 1. Record of meeting.

9:30 am to 10:00am	Meeting with Dr. Trevas <ul style="list-style-type: none">• Naser will generate Spring based steps.• Yousef will generate Fluid based steps.• Mohammad will generate Gears based steps.• Fehaid will generate Heat based steps.• Hamad will generate Aerodynamics based steps.• Abdullah will generate ideas based on Sensor and EE.	Engineering Room 314
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Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Work on the Preliminary Report	Every team member	06/27/18	

Next formal meeting: 06/21/18, Engineering Room 314, Engineering Building, at 5:30pm.