

# MEETING MINUTES

## Topic:

Thursday, November 1, 2018

6pm am – 8:00 pm

Minutes recorded by Mohammed Abu karbal

Meeting called by Abdulla almutairi

Attendees: Naser Ahmad Yousef Ahmad

Fehaid Almarri Hamad Almarri Mohammad Abu Karbal Abdullah Almutairi

Table 1. Record of meeting.

<b>4pm to 5pm</b>	<b>Discussing sensors:</b> <ul style="list-style-type: none"><li>• Figuring out how many steps needs abdulla's help.</li><li>• Some steps need sensors to be self-resting</li><li>• Set a time to attach the sensors to the steps.</li></ul>	Engineering building
<b>7:30pm to 8 pm</b>	<b>Should we go with touch sensors or laser sensors?</b> <ul style="list-style-type: none"><li>• Laser sensors can sense any activity from a distance, so it was not the right choice.</li><li>• Adding a new bill of materials for touch sensors.</li></ul>	Engineering building

Table 2. Tasks Assigned.

<b>Task</b>	<b>Person Assigned</b>	<b>Due Date</b>	<b>Date Complete</b>
Buy touch sensors	Abdulla	10/31/18	11/01/18
Understand what the sensors will trigger in the steps	Every team member	10/31/18	11/01/18