

MEETING MINUTES

Topic: Project Requirements

Thursday, July 26, 2018

8:00 pm – 9:15pm

Minutes recorded by Waleed Almutairi

Meeting called by Kaled Alweehan

Attendees: Kaled Aleweehan, Abdullah Almutairi, Waleed Almutairi, Omar Alotaibi and Abdullah Ben Gheyam

Please bring: Computers

Table 1. Record of meeting.

8:00 pm – 9:00 pm	<ul style="list-style-type: none">• Discussion led by Kaled Aleweehan.• We purchased 2-way valve, an extension copper pipe, candle as heat source, and stand holder for the pipe.• We followed with TA comments for our website, and we made the change that she wants.	Room 120
9 pm to end	Plan for next meeting <ul style="list-style-type: none">• Record a video while we are doing our prototype demonstration to show it to the class.	Room 120

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Fluxing the copper cap with copper pipe	Team	08/02/2018	07/29/18
Prototype Demonstration	Team	08/02/2018	08/01/2018

Next formal meeting: 08/01/2018, Engineering Building, at 3:00pm