

MEETING MINUTES

Topic: ME486C

Wednesday, November 14, 2018
6:00 – 8:00 pm

Minutes recorded by Waleed Almutairi

Meeting called by Kaled Aleweehan

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

Please bring: Computers

Table 1. Record of meeting.

6:00 – 7:30 pm	<ul style="list-style-type: none">• Discussion led by Kaled Aleweehan.• The team discussed about the final testing product proof.• Detailed discussion about how will do the tests and when.• Testing each component of the project.• Recording high quality videos to show the working system of the heat pipe.	Engineering Bldg
7:30 pm to end	Plan for next meeting <ul style="list-style-type: none">• Discussion about the wick material• Finalization of the design.	Engineering Bldg

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Final Product Testing Proof	Team	11/16/2018	11/16/2018

Next formal meeting: 11/19/2018, Engineering Building, at 6:00pm