

# MEETING AGENDA

## Topic: ME 476C

Friday Sep,22,2017

7:00 PM to 8:20 PM

Meeting called by : Zaid Almutairi

Attendees: \_\_(All team members)\_\_\_\_\_

<b>First hour</b>	<b>Introductions</b> <ul style="list-style-type: none"><li>o We finished searching about our project</li><li>o Started reviewing each others parts.</li></ul>	Starbucks
<b>Next 10-15 minutes</b>	<b>Develop Team Name, Mission, Etc.</b> <i>All members</i> <ul style="list-style-type: none"><li>• Finished editing our parts.</li><li>• Will send the report for more comments shortly.</li></ul>	Starbucks
<b>Remaining minutes</b>	<b>Plan for next meeting</b> Getting ready to find some idea for our project 5 ideas for each member	Starbucks

Upcoming requirements: 1) finish searching about the ideas.  
2) work in our report