**Test fixture for flight components**

**Meeting agenda**

October 24

Meeting time and place: 11:30 am, conference call.

Attendees: Israel, Alexandra, Shanna, Abdulaziz, Chuck.

Please bring: laptops and notebooks.

|  |  |  |
| --- | --- | --- |
| **11:30-11:35** | Introductions *All members** Deciding the note taker.
* The team will prepare for the meeting.
 | conference call |
| **11:35-12:35** | Discussion               *All members** Discuss the analysis
* Prepare for the presentation
 | conference call |
| **12:35-12:40** | Meeting Conclusion *All members** Discussing the next process for the project.
* Planning the next meeting.
 | conference call |