**Test fixture for flight components**

**Meeting agenda**

September 24

Meeting time and place: 12:40 pm, engineering cafe.

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

Please bring: laptops and notebooks.

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| **12:40-12:45** | Introductions *All members* Deciding the note taker.   * The team will prepare for the meeting. | engineering cafe |
| **12:45-1:30** | Discussion               *All members*  * .taking notes of what the client has for the team * Ask the questions that the team prepared.   .  . | engineering cafe |
| **1:30-1:35** | Meeting Conclusion *All members*  * Discussing the next process for the project. * Planning the next meeting. | engineering cafe |