

TEAM MEETING AGENDA

Topic: ME 486C 14th Team Meeting

Date: Monday, November 12, 2018

Time: 11:30 am – 12:20 pm

Location: Engineering Building Room 111

Meeting called by: Michael Garelick

Attendees: (All Team Members)

Please bring:

11:30am -12:15pm	Meet in Room 111 for Final Table Construction <ul style="list-style-type: none">• The team will work more on finalizing the system.• If the rotameter gets received by the meeting, the PVC can be epoxied.• What also needs to be done:<ul style="list-style-type: none">○ Finish the pressure taps.○○ Paint the frame.	Room 111
12:15pm – end	Plan for next meeting <ul style="list-style-type: none">• The next team meeting will be on 11/14/2018.• What must be prepared by then?• The next meeting will be a Team Meeting.	Room 111

Upcoming requirements:

1. Sixth Client Meeting most likely on 11/14/2018.

Tasks to be completed prior to meeting:

Group Member	Task	Start Date
All members	Final Product and Testing Proof	10/31/18
All members	Final Presentation and Poster	10/31/18