

TEAM MEETING AGENDA

Topic: ME 486C 16th Team Meeting

Date: Monday, November 19, 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.• The top table will need to be mounted to the old table and the pipe system will need to be raised and mounted.	Room 111
12:15pm – end	Plan for next meeting <ul style="list-style-type: none">• The next team meeting will be on 11/21/2018.• What must be prepared by then?• The next meeting will be a Team Meeting.	Room 111

Upcoming requirements:

1.

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