

CLIENT MEETING MINUTES

Topic: ME 476C Eighth Client Meeting

Date: Thursday April 26, 2018

Time: 11:00 am – 11:30 am

Location: Engineering Building In Front of Dr. Ciocanel's Office

Minutes recorded by Michael Garelick

Meeting called by Cole Neilson

Attendees: All Group Members

Table 1. Record of meeting.

11:00 am to 11:10 am	Explain What has been done for Client <ul style="list-style-type: none">• Presentation 3 has been completed.• Gave the customer a rundown of the presentation.	In Front of Dr. Ciocanel's Office
11:10 am to 11:20 am	Client's Reaction <ul style="list-style-type: none">• Cut down on complexity underneath pipe system.• 240 V not able for a pump on campus.• Ask technical support for help on a pump.	In Front of Dr. Ciocanel's Office
11:20 am to end	Plan for Next Client Meeting <ul style="list-style-type: none">• Give the client a blue paper to buy the pump once decided and install it in current pipe system.	In Front of Dr. Ciocanel's Office

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Presentation 3	All members	4/19/18	4/19/18
Prototype demonstration CAD	Michael, Keith	5/2/18	
Prototype demonstration BOM	Mark	5/2/18	

Prototype demonstration format	Cole	5/2/18	
Final Report	All members	5/4/18	

Next formal meeting: TBA After Break.