

CLIENT MEETING AGENDA

Topic: ME 486C 3rd Client Meeting

Date: Wednesday, September 26, 2018

Time: 11:00 am – 11:30 am

Location: Engineering Building Dr. Ciocanel's Office

Meeting called by: Cole Nielsen

Attendees: (All Team Members)

Please bring: Shark Bite test fittings, new pump with specifications

11:00am - 11:10am	What has been done so far <ul style="list-style-type: none"> Keith will do cavitation analysis for the Individual Analysis. Michael will do noise reduction analysis for the Individual Analysis. Mark and Cole still need topics for the Individual Analysis. 	Dr. Ciocanel's Office
11:10am -11:25am	Dr. Ciocanel's input <ul style="list-style-type: none"> Dr. Ciocanel will approve/disapprove of Individual Analysis topics. He will assist with selecting the other two topics. What is recommended to work on next. 	Dr. Ciocanel's Office
11:25am – end	Plan for next meeting <ul style="list-style-type: none"> Plan a meeting time with Dr. Ciocanel. <ul style="list-style-type: none"> The next meeting will be after the first presentation. The team will need to present what was prepared to him. Prepare a plan to present to client. <ul style="list-style-type: none"> Brief form of the first presentation. 	Dr. Ciocanel's Office

Upcoming requirements:

1. Fourth Client Meeting most likely on 10/17/2018.
2. Second Staff Meeting on 09/24/2018.
3. First presentation: Progress Report Presentation on 09/17/2018.
4. Individual Analysis due on 10/12/2018. Need topics for all members.

Tasks to be completed prior to meeting:

Group Member	Task	Start Date
All members	Prepare a construction plan for the semester	08/31/18
All members	Start Post Mortem Analysis	08/31/18