MEETING MINUTES

Topic: Report Planning

Monday, March 5, 2018
4:00pm-5:30pm

Minutes recorded by Riley DeHeer

Meeting called by Trevas

Attendees: Ali, Faisel, Kyle, Madison, Riley, Trevas

Table 1. Record of meeting.

4:00pm-5:30pm
3/5/18
	Build Progress **Riley**
	• Boot was remounted through holes
	  o Operation modified slightly
	• Spoon step idea built
	  o Shown, but needs further testing for accuracy
	• Domino setter reassembled
	  o Functions with a second switch added in series
	• Cereal ordered
	• New report and possible presentation
	  o New documentation identified
	• Called museum/rube coordinator and got delivery info
	• ASNAU info gained
	  o Will attend meetings this week
	  o Wording clarified
		Riley's House

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Think about a new step	Ali	3/12/18	3/12/18
Test spoon step for standard deviation from a common length	Faisel	3/12/18	3/12/18
Improve domino setter functionality and finish door weights	Kyle	3/12/18	3/12/18
Fill out ASNAU form and work on cereal pour step idea	Madison	3/12/18	3/12/18
Finish folding door box entirely	Riley	3/12/18	3/12/18