

MEETING MINUTES

Topic: Construction Finalization

Monday, April 2, 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 4/2/18	Construction Days Ali <ul style="list-style-type: none">• Shipping estimate received- \$1303.45 one way<ul style="list-style-type: none">○ Too high, need to call other shippers○ Funds clarification• Cereal wheel effective<ul style="list-style-type: none">○ Activation needs to be worked on• Car track modified and moved for effectiveness• Swivel door modified<ul style="list-style-type: none">○ Door post mounts still unsecure and inconsistent• Flights and hotel ordered<ul style="list-style-type: none">○ Incorrect at first, but corrected• Home Depot order received<ul style="list-style-type: none">○ Flooring and shipping	Riley's House
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Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Build transition from tinker board to wheel	Ali	4/9/18	4/9/18
Modify top track to implement a more effective transition	Faisel	4/9/18	4/9/18
Facilitate testing	Kyle	4/9/18	4/9/18
Facilitate setup and improvements of device	Madison	4/9/18	4/9/18
Finalize the shipping plan and construct flooring	Riley	4/9/18	4/9/18