

MEETING MINUTES

Topic: 486C Team Meeting

Date: Tuesday, July 17, 2017

Time: 11:00am – 1:00pm

Location: Alshmmari House

Minutes recorded by Shamlan Alshammari

Meeting called by Bader Alshammari

Attendees: Shamlan ALshammari, Bader Alshammari, Mohammad alsaidi and Mohammad Alotaibi

Table 1. Record of meeting.

11:00am to 11:30am	Begin Meeting <ul style="list-style-type: none">• Why we have this meeting• We talked about what we going to do in our catapult• How we going to test it in Board• We discussed the way to use the Velcro• We share our idea to each other and discussed what is the best idea• We talked about our graded	House
11:35am to 12:35pm	Working on catapult and test the Velcro <ul style="list-style-type: none">• Mohammad Alsaidi give us his idea for catapult we work on it• Bader give us the angle for the catapult• We discussed to use Shamlan idea in Velcro• Mohammad Alotaibi work in the dimension of the chair	House
12:36pm to 1:00pm	Plan for next meeting <ul style="list-style-type: none">• Our next meeting will be tomorrow on 7/19/18	House

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Velcro	Shamlan ALshammari	7/22	7/22
dimension of the chair	Mohammad Alotaibi	7/19	7/19
catapult	Bader Alshammari	7/19	7/19
Works in angle	Mohammad Alsaiddi	7/19	7/19

Next formal meeting: 7/19/2018, Engineering Building, at 11:00am.