

MEETING MINUTES

Topic: Project Discussion

Wednesday, February ,28 2017

6:10 pm – 6:30 am

Minutes recorded by Saad Albarazi

Meeting called by Dr. Trevas

Attendees: Barjas Albarazi , Faisal Alanezi, Saad Albarazii, Yousef Almutairi ,Khaled Alhusainan And Dr. Trevas

Executive Summary:

All team members attended the meeting that was located room 120.the team discussed about the final touches of the project.

Table 1. Record of meeting.

6:10 pm to 6:15 pm	Begin Meeting <ul style="list-style-type: none">The team discussed assigned action items and what they worked on	Room 120
6:15 pm to 6:25 pm	Discussion about the Project <ul style="list-style-type: none">Dr.Trevas suggested that the team should fix 3D printed gears.Dr. Trevas suggested that the team should add a door hinge to the boxDr. Trevas suggested that the project should be ready before final display to check for minor errors.	Room 120
6:25 pm to 6:30 pm	Plan for the Next Meeting <ul style="list-style-type: none">Action itemsThe team will add the extra additions to the final design and start on assembling the project.	Room 120