

# MEETING MINUTES

## Topic: Project Discussion

Wednesday, November, 1 2017

2:00 pm – 2:40 pm

Minutes recorded by \_\_\_\_\_Khaled Alhusainan

Meeting called by \_\_\_\_\_Dr. Trevas

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

### Executive Summary:

All team members attended the meeting that was located in Homco flagstaff to discuss project materials selection .

**Table 1. Record of meeting.**

<b>2:00 pm to 2:10 pm</b>	<b>Begin Meeting</b> <ul style="list-style-type: none"><li>• Dr. Trevas and the team met in Homco.</li><li>• All team members had the chance to see different types of materials that is very helpful in prototype stage.</li></ul>	Homco
<b>2:10 pm to 2:20 pm</b>	<b>Discussion about the Project</b> <ul style="list-style-type: none"><li>- Dr.Trevas gave us some comments on what to use in prototype stage.</li><li>- it's important to make sure that</li></ul>	Homco
<b>2:20 pm to 2:30 pm</b>	<b>Discuss Upcoming Group Assignments</b> <ul style="list-style-type: none"><li>- Final Proposal Report (Friday)</li><li>- Final Proposal Presentation (Wednesday)</li></ul>	Homco
<b>2:30 pm to 2:40 pm</b>	<b>Plan for the Next Meeting</b> <ul style="list-style-type: none"><li>- Start working on the final proposal.</li><li>- CAD rough draft ready</li><li>- Staff meeting ended.</li></ul>	Homco