Meeting #1

Date: 9/10/19
Time: 6:00-7:00 PM
Location: SBS Capstone Classroom

Agenda:
- Decide on channel of communication
- Decide when to hold meetings
- Discuss upcoming assignments

Class Notes:
- Sponsor: Tester
- Starting Budget: $3000 from GORE for Manufacturing Only (Must Credit them)
- Need to fundraise for Travel, etc.
- Ghantt Chart Needed
  - Total Timeline
  - Detailed upcoming weeks
- Update CR's to Include Required ones on BBL
- Peer Eval next Friday
- Presentation Tuesday
  - Rubric online
  - 8-12 minutes
  - Bring on USB

Meeting Notes:
- Groupchat: Groupme
- Meet tomorrow at 5:30 @EGR
- Meet Sunday at 4
- Presentation 1
  - Jacob: Benchmarking
  - Chris: Lit Review
  - Alex: HoQ
  - Nate: Gantt and Budget

Action Items:
- **Chris sets up Gantt tonight, we'll populate it tomorrow with all the dates and stuff**
- **Meet tomorrow 5:30 @EGR to discuss Presentation 1**

Next Meeting: 9/11/19, 5:30 @EGR