

MEETING MINUTES

Topic: Fan Flyer Meeting 1

Wednesday: 24/1/2019

Meeting called by: Faisal Almutairi

Attendees: (All Team Members)

Please bring: Individual Schedules in hardcopy format;

Table 1. Record of meeting.

10:25 am to 10:30 am	Discussion of Project Description <ul style="list-style-type: none">○ Get to know each other○ Talking about our project• What should we do next	Room 120
10:30 am to 10:40 am	Discussion of what our role in project	Room 120
10:35 pm to end	Plan for next meeting <ul style="list-style-type: none">• It will be Monday 2:30 to 3:30	Room 120

Next formal meeting: 2/27/13, room 314,Engineering Building, at 1:00pm.