

STAFF MEETING AGENDA #1

Location: Engineering Building, Room # 120

Date: 1/24/2019

Time: 9:35am

Facilitator: Jeff Macauley, Edwin Beraud,
Jake Shaw & Will Legrand

Agenda Items

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| 9:35am – 10:00am | Red Feather Project, Initial staff meeting | Engineering Building, Room # 120 |
| 9:35am – 9:45am | Present gathered materials and findings: Books & Articles (include references for each individual) | Engineering Building, Room # 120 |
| 9:45am – 9:55am | Projected group meetings and tasks: Meet GTA (1/24 @ 11am) Team Charter (1/26 @ 8am) | Engineering Building, Room # 120 |
| 9:55am – 10:00am | Additional requirements: Meet w/ Client (general info) - TBD | Engineering Building, Room # 120 |

Additional information