

MEETING MINUTES

Topic: Project Requirements

Sunday, September 23, 2018

7:00 pm – 8:45 pm

Minutes recorded by Talon Mills_____

Meeting called by _Team_____

Attendees: Hani Alharbi, Kyle Matsuoka, Taylor Mellon, Talon Mills

Please bring: Laptops_____

Table 1. Record of meeting.

7:00 pm	Discuss updates Each member gave an update about what all they are working on. Taylor: emailed clients Talon: emailed potential clients Hani: worked on website Kyle: emailed asknature.org	Group Call
7:05 pm	Discuss The Problem Statements Progress Report Group worked on power point for Mondays (9-24) presentation.	Group Call
8:45 pm	Plan for next meeting Next meeting will be next Sunday 9-30 (topics TBD)	Group Call

Next formal meeting: 9/30/18, Engineering Building, time 7:00 pm