

# MEETING MINUTES

## Topic: Project Discussion

Wednesday, March ,28 2017

6:10 pm – 6:30 am

Minutes recorded by  Saad Albarazi

Meeting called by  Dr. Trevas

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

### Executive Summary:

All team members attended the meeting that was located room 120.the team discussed about the final assembly and if there was any problems in the design that should be fixed and also the team discussed fixing the museum cards that should go on the poster.

**Table 1. Record of meeting.**

<b>6:10 pm to 6:15 pm</b>	<b>Begin Meeting</b> <ul style="list-style-type: none"><li>The team discussed assigned action items and what they worked on</li></ul>	Room 120
<b>6:15 pm to 6:25 pm</b>	<b>Discussion about the Project</b> <ul style="list-style-type: none"><li>Dr.Trevas suggested that the team should show the project to the Alstons.</li><li>Amy said that the team should fix the poster cards</li><li>Dr. Trevas suggested that the team should be ready before the testing date.</li></ul>	Room 120
<b>6:25 pm to 6:30 pm</b>	<b>Plan for the Next Meeting</b> <ul style="list-style-type: none"><li>Action items</li><li>Finish the final assembly and check for minor errors.</li></ul>	Room 120