# RnD Indoor Drone Development

# Meeting Minutes

DD/MM/YYYY

1. Meeting purpose
2. Attendees

Indoor drone team conducted a meeting with client/supervisors. The following persons were presented:

Indoor drone team:

1. Name – Student Id (AUT)
2. Name – Student Id (AUT)

Clients/Supervisors

1. Name - Role
2. Meeting Summary
   1. Open issue/summary of discussion
   2. Open issue/summary of discussion
   3. Open issue/summary of discussion
3. Adjournment

Meeting start at time.

Minutes submitted by: Name (who wrote the meeting minute)

Minutes approved by: Name (client)