**Globetrotter**

**Executive Board Meeting**

**San Diego State University**

**February 7, 2017**

1. **Meeting called to order at:** [Time]
2. **Reports** 
   1. Project Manager (Leon)
   2. Editor of Reports (Chris)
   3. Parts Manager (Jake)
   4. Patent Designer (Mark)
   5. Powerpoint Presentation Manager (Rence)
   6. Presentation Coordinator (Kevin)
   7. Repository Manager (Andrae)
   8. Website Design (Brian)
3. **Agenda**
4. **Action Items**
5. **Evaluations**
6. **GBM Planning**
7. **Closed Session**
8. **Adjournment at: [Time]**