Minutes of Second Meeting with Client

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| Location: | Robot Intelligence Lab |
| Date: | 08/MAY/2018 |
| Time: | 15:30 – 16:00 |
| Attendees: | Tao-Wei Chan, Thomas Cottin, Ingrid Jiang, Octavian Rosu, Nicholas Ting  Dr. Petar Kormushev |

# Agenda items

1. Check the progress of each allocated task.
2. Discuss about component choices and budget control.
3. Create an excel file to record order details.
4. Work allocation for the rest of the tasks.

# Summary

1. First order of the components was agreed upon.
2. A few more tasks were added.
3. All the other tasks have been allocated.