# Minutes of Meeting

**Meeting Title:**

Meeting on Two-Second Improvements

**Date and Time:**

Not specified

**Attendees:**

- Leonard Peacore  
- Brian Newhook

**Agenda:**

- Discussion of the "Two Second Improvements" concept and its benefits.  
- Review of a practical example of a "Two Second Improvement."

**Discussion Points:**

- Brian Newhook introduced his role at Genoa Design as Technical Manager for the PSC project.  
- Brian elaborated on "Two Second Improvements," a concept learned at a Canadian Manufacturer's and Exporters conference and developed by Paul Acres (author of "Two Second Lean").  
- The core idea is to implement small, daily improvements to tasks and processes, which cumulatively lead to significant organizational savings and enhancements.  
- An example shared was labeling a chocolate chip cookie jar at Glencoe Drive to distinguish it from an identical arrowroot cookie jar, thereby saving time previously wasted on incorrect selections.