

Team 6 - Week 3 Minutes

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I. ATTENDANCE

- A. Carson Ray - Present
- B. Troy Dunn - Present
- C. Jesse Griffey - Present
- D. Keston Robbins - Present
- E. Dave Placide - Present
- F. Abdoul Modi - Present
- G. Slayde Simmons - Present

II. UPDATES

- A. Carson Ray - Parts Ordered
- B. Troy Dunn - Parts Ordered
- C. Jesse Griffey - Parts Ordered
- D. Keston Robbins - Waiting on Dave and Abdoul for finished PCBs for "Master" PCB.
- E. Dave Placide - Acquired Signoff and working on BOM.
- F. Abdoul Modi - Working on BOM.
- G. Slayde Simmons - Parts Ordered

III. PLANS

- A. Carson Ray - Pick up ordered material, begin building and testing.
- B. Troy Dunn - Pick up ordered material, begin building and testing.
- C. Jesse Griffey - Pick up ordered material, begin building and testing.
- D. Keston Robbins - Finish and order "Master" PCB.
- E. Dave Placide - Finish PCB and ordering.
- F. Abdoul Modi - Finish PCB and ordering.
- G. Slayde Simmons - Pick up ordered material, begin building and testing.

IV. DISCUSSIONS

The team discussed ordering materials, finalizing "Master" PCB and creating a document in which the steps and challenges will be explained so that the objective and functionality of the project would be clarified.

V. DECISIONS

The team decided that all materials should be ordered as soon as possible so that the building, troubleshooting, and experimental analysis processes can begin. Also, the team decided to meet with the customer in the coming week to give updates.