# April Meeting Minutes

2018/3/23

1. Call to order

**Weng Minghong** called to order the regular meeting of the **Qin Luying, Hong Yuan, Hu Yunpei**  at **11:00AM** on **2018/3/23** in T29-202.

1. Roll call

**Qin Luying** conducted a roll call. The following persons were present: **Weng Minghong, Hong Yuan, Hu Yunpei.**

1. Approval of minutes from last meeting

**Qin Luying** read the minutes from the last meeting. The minutes were approved as read.

1. Open issues
2. **Interview**
3. New business

a) **Finish Section 2.2**

1. **Explain SRS template**
2. **Edit Section 3**
3. Adjournment

**Weng Minghong** adjourned the meeting at **12:00AM**

Minutes submitted by**: Weng Minghong**

Minutes approved by: **: Weng Minghong**