Attendees:

1. What did we do while I was gone? Do we have the CNC assembled? What’s the status on the kitbots?
2. Reimbursement for food cards? - ANDREW & JASMINE
3. Gifts for mentors?
4. Social Media outlets? Who should do them - I’m thinking Kevin
5. Let’s make some build room rules.
6. List of stores to hit - Banquet & donations for school year

Stores:

* Home Depot
* Lowe’s
* ACE
* BMC
* Ryerson - call receptionist, Renton location
* QFC
* Chipotle
* Yo Plateau
* Jimmy John’s
* Starbucks
* Papa John’s
* Domino’s
* Mod’s
* Uncle’s Games
* Carousel
* Pinkabella
* Agave
* Red Mango
* Jamba Juice
* Big Lots!

IF TIME: mini code-software course??

1. **9.22.15** Paperwork - https://docs.google.com/document/d/1s\_ijuGasG-jFvQQmVUaGxRE0Lw8JxteWq42GudCF0z4/edit?usp=drive\_web
2. **9.29.15** 3 station rotations of basic teaching
   1. Lucas - Electronics
   2. Annette - Wrenches & riveting
   3. Richard - Saw
3. **10.6.15** 3 stations
   1. Haotian - Crimping
   2. Chris - Drilling
   3. Jeffrey - Building
4. **10.13.15** Vizio
5. **10.20.15** Draft/design of Mini bots, deciding teams
6. **10.27.15** Banquet
7. **11.3.15** Mini bot
8. **11.10.15** Mini bot
9. **11.17.15** Mini bot
10. **11.24.15** Mini bot
11. **12.1.15** Mini bot
12. **12.8.15** Mini bot
13. **12.15.15** Competition

IF TIME: mini code-software course??

**Secretary (Kevin):**

* Place the check-in laptop on the desk, 4 digit PINS for everyone
* Find a quick way to sign everyone up for Andrew’s check in/out, maybe **draft up a instruction sheet**
* Start uploading meeting notes as “blog posts” and learn/do the meeting updates on the website <https://www.spartabots.org/meetings> (ask Matthew for admin privileges also)

**Treasurer (Jasmine):**

* Transfer all files from treasurer account to normal account
* Talk to Matthew about getting website form for website onto the normal account rather than treasurer account
* Make sure wheels for table get ordered, and the two new build kits get here from Mr.Wilson
* Draw up a spending plan for next year - keep in mind we need new metal, ask Levin to talk to Ryerson for us

**DoE (Lucas):**

* Draw plans for t-shirt cannon, if it’s still a thing
* Start making plans for how to teach upcoming members how to do the basics - please ask Annette about the “plan”
* Be more involved with making the mini bots

**DoC (Shashank):**

* Make sure we get into farmer’s markets
* Do what you can about salmon days
* Find out ways we can reach out to incoming 9th graders (present 8th graders) at middle school robotics … Richard and Annette both have contacts
* Brainstorm ways we can put on a Intro to Robotics kind of day in which they can find out what we’re about
* Message Liberty and ask about their t-shirt cannon design

**DoF (Andrew):**

* Draw up a timeline for Fundraising
* Find grant opportunities (look to get at least 2 by next week, we want to apply to as many as possible) … look online ie. Boeing, Microsoft, etc.
* Do at least Boeing’s by the start of school next year
* Organize trips to send people to local businesses like ACE and Home Depot to ask them to donate parts (2 weeks)

**Build leads (Jeffrey, Haotian, Chris):**

* Brainstorm w/ lucas about how to teach next year

**Software Lead (John):**

* Brainstorm how to teach students next year for how we code, and begin organizing software meetings for next year
* See from Matthew if he can teach you how to operate the website

**Safety Lead (Shelby): --**

1. **No running or horseplay**
2. **Respect the mentors and other members**