**Tune Squad Meeting Minutes**

**Begin Time** : 3:00 pm

**End Time** : 4:30 pm

**Location** : Commons Building 2nd floor

**Members Present :** Scott Smoke, Riley Smith, Jordan Beck, Joshua Ford, Jeffery Allen

**Members Absent :** N/A

*Agenda*

* Decide method in which to use.
* Review finalized Question list.

*Decisions/Actions*

Slight modification to the way in which the questions to client are worded. The list of questions now appear to be in order and ready for the client to view. Decided to use the hybrid method with a unanimous decision.

Jeffrey came in 45 minutes late.

Finished meeting with 24 questions that will be presented to Dr. Roden on 2/3/2015. Scott will be sending Jeffrey all questions that will be printed for all members of the group, and a copy for the client.

The dress code for the client meeting will be jeans and a button up t-shirt.