

MEETING MINUTES	
Project Name SK Trails	
Meeting Name Design Selection Overview	
Meeting Facilitator Dmytro Stepaniuk, Kamran Aqeel and Grant Zhao	
Meeting Details Date: November 7, 2024 (12:46-1:05pm) CL 408	
Meeting Invitees All of us	
Minutes:	
Topic Summary of Discussion/Decision	
<p>[Description of the agenda item] [Contains a summary of the meeting discussion and any decisions that were made. Action items resulting from this topic will be recorded in the Action Items area below.]</p> <ul style="list-style-type: none">• Designs overview and selection• Presented each other our sketches and designs, and selected the best one, and determined what else should be included in that design.• Furthermore, we discussed the platforms and tools we would use to develop the final design and additional charts (such as the gantt chart).	
Action Items:	
Description of Action Assigned to Date Required	
[Description of the action to be taken	[The date that this [Name of the person

following the meeting]	action should be assigned to this action completed] item]
<ul style="list-style-type: none">• Implement the chosen design and use online tools to develop final design and create other charts	All members November 26, 2024