

## Group 5

### MEETING AGENDA

Meeting Time: 9:30 AM	Location: ASB 10803, SFU Burnaby	Date: 2019/05/09
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Meeting called by	Jerry
Kind of Meeting	Weekly Meeting
Facilitator	Jeffery
Note Taker	N/A
Time Management	N/A
Attendees:	Keith, Scott, Ryne, Jeffery, Jerry

### Agenda Topics

Time	Discussion Topic	Presenter	Deadline
10:00 AM	General Housekeeping	Jeff	
10:15 AM	Problem brainstorm	All	

Notes:

## MEETING MINUTES

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Agenda Item: Housekeeping

Presenter: Jeff

Discussion:

1. House Keeping Items
  - a. Gitlab is main project management/issue tracking
  - b. Get two lockers for project [ensc-res@sfu.ca](mailto:ensc-res@sfu.ca)
    - i. Jerry sent email
    - ii. Jeff to send another email
  - c. Discord
    - i. General Discussions
    - ii. Announcements (Meetings/Class times)
  - d. Meetups
    - i. TBD
  - e. Meetings
    - i. Tuesday - 11:30am - 1:30pm
    - ii. TBD (for extra)
2. Send email to co-op companies about possible projects 3
  - a. Avigilon
  - b. Integral Group
  - c. TELUS
3. Possible problems:  
<https://drive.google.com/open?id=1wzGq3X8FncboJFyS7HqPuGHEfTcGLpyOhqGs83TihYs>
4. Conclusion: Contact companies, document ideas and brainstorm more potential ideas

Action Items	Person Responsible	Deadline
Contact companies for funding	Jeff, Scott, Keith	2019/05/14
Create proposal document and add to Gitlab	Keith	2019/05/10

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