S13T6 Meeting Minutes

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| **Location: Allyn** and Betty Taylor library | **Date:** 2021-11-21 | 8:30am – 10:30am |

|  |  |
| --- | --- |
| **Present** | Grace, Nikhil, Patrick, Jason, Madeliene |
| **Regrets** |  |
| **Absent** |  |

Agenda

* Finalize new design Idea
* Begin construction of new design Idea

Report on Open Action Items

* Project materials were all purchased, and brought for assembly.

Current Business

* Continue sealing, and assembling design after it is dried in future meeting

Next Scheduled Meeting

- Monday, November 22, 2021

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action Item** | **Responsible** | **Assigned** | **Due** | **Status (date complete)** |
|  |  |  |  | N/A |
| Take care of assembled project, and bring it to next meeting | Grace | Nov 21 | Nov 22 |  |
| Test tubing for capacity | Patrick | Nov 21 | Nov 22 |  |
|  |  |  |  | N/A |
|  |  |  |  | N/A |
|  |  |  |  | N/A |

*Note: Entries should stay in the table until completed. Copy incomplete action items from the previous Minutes.*