

Meeting Minutes Week 02/13/17-02/20/17

Meeting: February 13, 2016 3:30-5:30 pm in Capstone lab

Team Meeting Discussion/Activity:

- ❖ Group discussed possibility of purchasing Industrial Strength EZ-up shade
- ❖ Purchased Swivel/Karabiners to give harness more movement
- ❖ Discussed the possible use of rubber stoppers to place on main support bar to attach the wheels.
- ❖ Measured dimensions for support bar and cut the material to the correct size to place on the EZ-up frame.

Weekly Tasks 02/06/17-02/13/2017

Team Member	Tasks Assigned
Khaled	<ul style="list-style-type: none">• Update information for the team's website• Continue to make report edits
Hasan	<ul style="list-style-type: none">• Go to Home Depot to get materials• Continue to monitor budget
Noah	<ul style="list-style-type: none">• Email Dr. Oman to set hardware review time.• Communicate with client to determine meeting times for the rest of the semester
Eileen	<ul style="list-style-type: none">• Continue to construct gravity harness instruction manual• Update team's Wiki-link• Submit abstract for approval to use for registration for U-Grads
A.J.	<ul style="list-style-type: none">• Fill out Capstone registration packet for team.• Submit meeting minutes by 2/19/2017

Next Steps:

- ❖ Meet Sunday at 9:30 am to build
- ❖ Hardware review Wednesday 12:20pm (2/22/2017)