

MEETING MINUTES

Topic: Meeting Minutes

Date: Thursday , March 28, 2019

Time: 4:00 pm – 4:45pm

Location: Classroom meeting

Minutes recorded by Sultan Alharbi

Meeting called by Staff meeting

Attendees: Fahad, abdullah and Sultan

Table 1. Record of meeting.

4:00-4:15pm	Discission <ul style="list-style-type: none">• Read the website Instruction pdf on bblearn and have some ideas for website check#2.• The website check#2 extended to 4/7/19 midnight.
4:15-4:30pm	What is the current state of your project and prototyping? <ul style="list-style-type: none">• The digital scale will arrive 4/2/19 tuesday.• We will starting working on some prototyping based on what we think need to be prototyped before ME-486C.
4:30-4:45	Status of analyses/modeling? <ul style="list-style-type: none">• Sultan's task is Conveyor Belt with Motors. His prototype is the two conveyor belt to align the Legos.• Fahad's task is Sorting Mechanism Motors (Actuator). Look at some motors that has a feedback.• Abdullah's tasks are Sensors, Algorithms, and Arduino. His prototype is to make the digital scale identify 5 different type of Legos using Arduino.

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date
Start working on website check#2	All team members	4/7/19

Next formal meeting: 02/28/ 2019

Next members responsible for agenda: Abdullah .

and meeting minutes: Hussain .