

Weekly Meeting			
1.28.2017		13:00	EGR
Meeting called by	Team		
Type of meeting	Weekly		
Note taker	Amber Juare		
Timekeeper	Amber Juare		
Attendees	Hasan Aldhefeery, Hussain Alwatweeb, Calvin Schnorbus, Amber Juare, Fahad Alaenezi		
DOE			
1 hour	All		
Discussion	The team decide that for the design of experiment we should focus on how to maximize the storage space and volume of the device. This will be done by creating different shaped Prototypes.		
Conclusions	Prototypes will be done in the following shapes: Triangular, Rectangular, Oval, and Trapezoidal. The team can also see how many items we can fit in the various prototypes.		
Action Items		Person Responsible	Deadline
Buy materials for prototypes		All	2/3/2017
Progress Presentation			
15 min	Amber Juare		
Discussion	Discuss the deliverables for the progress presentation.		
Conclusions	Each team member was assigned a section of the presentation to create slides for.		
Individual Responsibilities			
15 min	All		
Discussion	Each team member stated what they wanted to be in charge of for the construction of The device.		
Conclusions	Calvin-Assembly, Hussain-Materials, Fahad- Organization, Hasan & Amber-belt		
Moving Forward			
30 min	All		
Discussion	We discussed the idea of creating a double layer box where small flat items can lay at the bottom and taller items on the top. Discussed how we plan to manufacture the device for all possible changes.		
Conclusions	Work on making a more efficient belt and a better box system.		