

# UI Debalers 2.0

## Instrumentation and Data Collection for Debaler Project Meeting minutes

**Location:** Zoom

**Date:** 12-2-2020

**Attendees:** Evan Allen, Nathan Stout, Benjamin Zimmerman, and Hope de Avila

**Time:** 3:00-4:00 p.m.

### • Meeting Agenda

- Put together poster for Snapshot 2 and make sure we meet all Snapshot requirements
- Begin putting together our end of semester portfolio and wiki page

### • Meeting Notes

- The team worked on the Snapshot 2 poster
  - We used the same format from our Snapshot 1 and kept the project background, objective, and goals.
  - We updated all other categories and added new pictures and a video of our debaler prototype.
- The project portfolio is almost complete and ready for submission
  - We will update documents and add anything else needed to the portfolio after snapshot.

### • Action Items In-Progress

Action Item	Personnel Responsible	Status	Deadline
Snapshot 2	All Members	In-Progress	12/4/2020
Project Portfolio	All Members	In-Progress	12/11/2020

### • New Action Items

Action Item	Personnel Responsible	Status	Deadline
Wiki Page	All Members	In-Progress	12/11/2020