

Meeting Minutes

Date: September 27, 2017

Time: 6pm

Location: BE Student Lounge

In Attendance: Adam O'Keefe, Will Seegmiller, Rachel Rosasco

Discussed Items:

1) Snapshot Day –

- Adam talked about process diagram and showed process
- Team discussed plan for snapshot and creating the needed slides

2) Design –

- Team discussed different design concepts and thoughts about the project

Action Items:

Items to be worked on before next meeting, includes continuation of previous action items not completed

- Team to continue previous action items