

Team Meeting

Date: 6/30/2020

Time: 11:30 am PST

Location: Team Zoom Link- <https://uidaho.zoom.us/j/93624915111>

Attendees: Ben McBride, Khari Amos, Cody Gibson, Mathew Swenson

Agenda/Minutes

Agenda item: Wiki Page

Discussion: Discussed title to be Alternate aquaculture vaccine delivery system

Conclusions:

Action items	Personnel Responsible	Deadline
Wikimaster	Cody	N/A
Start Page from Template	Cody	7/2/20

Agenda item: Schedule

Discussion: Separate schedule into categories by snapshot

Conclusions:

Action items	Personnel Responsible	Deadline
Start Gantt Chart	Ben	7/2/20

Agenda item: Design

Discussion: Discussed use of UHMW for smooth surfaces and rollers

Conclusions:

Action items	Personnel Responsible	Deadline
Come up with more designs	Ben, Khari, Cody, Hasan	

Agenda item: Agenda for meetings

Discussion: In order to allow for in time notes leader of meeting needs to fill in agenda into template prior to each meeting.

Conclusions:

Action items	Personnel Responsible	Deadline
Fill out agenda before each meeting	Ben	Indefinite

Additional Information

Resources:

Special Notes: