



# THE BEAST



Mentor Meeting #1

Tuesday, June 18, 2019

## AGENDA

<u>Topic</u>	<u>Item</u>	<u>Resolution</u>
<b>Old Business</b>		
<b>New Business</b>		
Budgeting/ Purchasing	<ol style="list-style-type: none"> <li>Review of budget first draft. Questions?</li> <li>What is the new process for ordering items since there is no replacement for Molly and a new system going into place?</li> </ol>	<ol style="list-style-type: none"> <li>Nick update date auto.</li> <li>Unknown. Odom may have account. Swenson back up for Molly. Unknown account.</li> </ol>
Organization	<ol style="list-style-type: none"> <li>Review of constitution.</li> </ol>	<ol style="list-style-type: none"> <li>Add signature location. Lacking detail. For us.</li> </ol>
Design/ Prototyping	<ol style="list-style-type: none"> <li>Review of Customer Requirements questionnaire.</li> <li>Review of early design/prototype.</li> </ol>	<ol style="list-style-type: none"> <li>Swenson would like to be a part of the meeting.</li> <li>Meet with Dr. Odom ASAP. Should be focusing on the control system as this is anticipated to be the most difficult part.</li> </ol>
Other Comments	<ol style="list-style-type: none"> <li>Timeline.</li> </ol>	<ol style="list-style-type: none"> <li>Determine exact timeline of project completion.</li> </ol>