

Meeting Minutes: 360 Designs

Call to order

A meeting of 360 Designs was held at the Engineering Design Suite on 9/25/2019. Attendees included Tanner Sloan, Jake Metter, and Mark Jennings.

Agenda

1. Review draft of PRD.
2. Look ahead at schedule and first meeting with Trevin via Webex.

Reports

- None

Unfinished business

- None

New Business

- PRD draft reviewed and approved for initial release. Tanner will submit to group email for commenting.
- Will create a PowerPoint for next Thursday (10/3) meeting with Trevin.
- Come up with three (3) ideas each for next week's Wednesday meeting that could be applied to the design. Best ideas will be presented to Trevin on Thursday.

Announcements

- No upcoming submissions due (except for Thursday PRD).

Adjournment

The meeting was adjourned.

Tanner Sloan - 10/10/2019

Secretary