

Project Name: VAR Billet Measuring System
Project #: 12555
Customer: Special Metals

Meeting Purpose: Meet

Date: 1/10/11

Meeting Length: 60 minutes

Present Parties: Jared Dodge (Design Team)
Michael Imhof (Design Team)
Michael Cheney (Design Team)
Michael Hvorecny (Design Team)
Brandon La Quay (Design Team)
Dr. Alan Reisenan (Faculty Guide)

Discussion:

- Assign tasks to group members for SDR
 - Background
 - Functional Decomposition
 - Concept generation
 - Block Diagram
 - Risk Management

Action Items

1. All group members have tasks completed by next meeting