Mentor Meeting Minutes
Date: December 4, 2008
Location: BEL 307

3:30
Meeting Begins
• Members present
  o Tess Howell
  o Sohana Khanal
  o Ken Bean
  o Yanko Kranov
  o Steve Beyerlein
  o David Drown
  o Branden Poulsen
  o Karl Rink

Snap Shot Questions/Comments
• No specific layout
• Don’t pay attention to detail

Final Report Questions/Comments
• Look at comments/criticism from design review and address these in paper
• Take 3 threads from flow chart and expand
  o Discuss what we’ve done and what we’ll do
• Include ‘game plan’ for next semester
• Add small section regarding budget?!
• Turn paper and logbooks into Yanko
• Turn copy of paper into David Drown
  o He has binding machine we can use as well

3:45
Helium Mass Spec
• Karl is ready to have Branden run tests with us
• However, we’re just going to focus on wrapping up the semester and not bring in any new data

Odds and Ends
• Karl will talk to Mark regarding more funding
  o Possibly send entire team with new team members to Autoliv next semester
• New team members should be involved from here on out
• Invite new team members to Autoliv conference call next Thursday
  o Come up with team meeting agenda for conference call/meeting
• Need to check with T/R time schedule

Meeting Ended