

Group Q
Date: 1/11/18
Time: 5:15pm
Location: 18th Avenue Library (1st Floor)

Members present:

Alix, Cameron, Zhi, Rachel

Objective of the meeting:

The object of our meeting today was to create our groups website. We also formatted the website, to work for the AEV project.

Tasks completed:

- Creating the website (all members)
 - Adding the home page
 - Looking in depth into how to format different pages when needing to add more
 - (Rachel) decided we would add pages to the website as we needed them for the project, since it was unclear which pages would be needed
- Adding all team members and GTA, TA's, and Dr. Herak to the website (Cameron)
- Taking meeting notes of the progress (Alix)
- Status:
 - The website has been created, with everyone important added. The meeting notes have also been completed for this.
- Developing the approach and contact information page (Alix)

Tasks to be completed:

- All: Read the manual on the project
- Decide which group member will house the AEV Kit for the semester