Group Meeting Summary

Group 10
February 18th, 2002

1 General Information

Title of Meeting: Second Meeting
Meeting Called By: Group
Date, Time, and Place: Feb. 18, 2002, 7:20 PM, 3340 EB
Type of Meeting: Planning, Task Assignment
Present Participants: David Poe, Eric Blackwell, Frank Tuma
Meeting Facilitator: David Poe
Meeting Recorder: David Poe

2 Summary

2.1 Accomplishments
   1. Dave and Gonzalo will begin work on the diagrams for the RA document.
   2. Resolved to communicate more frequently over email.

2.2 Problems and Setbacks
   1. Much work needed on prototype.
   2. Missing one member at meeting.

2.3 Action Items
   1. Improve communication by increasing email traffic.
   2. Frank and Eric will work on the prototype.
   3. Dave and Gonzalo will work on the diagrams.