AGENDA: November 15th, 2018  
  
Class business:  
·       Weekly topic: Conflict Resolution   
        Reminder to post selfie from Tuesday’s lecture  
·       Discuss Packback questions to post Packback questions are due TUESDAY night and answers are due TONIGHT.   
·       Weekly meeting project objective: Discuss when the PERT chart team is going to meet to work on the chart. Figure out what the final project is supposed to look like (what do we need to have put together in order to turn it in). The project runway paper should be turned in at this meeting. The team should discuss when we can take the final.   
  
What members should bring  
• Historian (Justin): Any group photos you may have taken since we last met. Updates and photos from your laundry experience.   
• Liaison (Abbie E.): Any correspondence with Jen. Any new information you have in terms of volunteering. Any receipts. Any photos.   
• Treasurer 1 (Abby B.): Any new information you have in terms of volunteering. Any receipts. Any photos.   
• Treasurer 2 (Jordan): Updates and photos from your laundry experience. Any receipts. Any photos.   
• Webmaster (Allison): Any updates to the website.   
• Webmaster 2 (Emily): Updates and photos from you volunteering. Any receipts. Any photos.   
• Recorder (Leah): Posted agendas and minutes.   
  
   
Old business:   The team decided that we would be splitting up into two teams to tackle the next two major “projects”. Based on our notes from the project runway episode, Leah, Emily, and Abbie will be tackling writing the paper (due by the 16th). The rest of the team will be tackling the PERT chart/timeline and will be getting that ready for upload into the team project portfolio. The team also completed quiz 2 together. The team gave everyone a status update on where they were at with volunteer hours, laundry, and monetary goals. Some members reached out to family members and were able to contribute largely to the monetary goal!  
  
 New business: The team should discuss when the team that will be working on the PERT chart is actually going to meet. The team should be turning in the final project runway paper at the end of this meeting. The team should discuss what we need to include in the final portfolio and how we can make sure it is in condition to be turned in. The team needs to discuss when we can take the final.