

Meeting Summary

Attendance:

Ben Waters
Dylan Hand
Marshall Adrian
Allen Waters
Jarrod Jackson
Brandi Coker
Jerry Leung

Action Items:

- T-shirt sales, Design Competition possibility
- Jerry organize receipts for Store
- Ben update IEEE email addresses and add emails from Ice Cream Social
- All officers pay dues to become IEEE National Member

Meeting Notes:

★Executive meeting Monday at 5pm in KEC 1001

★Road Map Presentation

- Action Items-Quick items that need to be completed
- Projects-Long-term projects for group
- Scorecard-Tasks for club to achieve by end of term

★Beginning of meeting will be dedicated to reviewing the Action Items, Scorecard, and Projects

★Store orders will need to be submitted at 11:59pm before weeks 3, 5, and 9 of the term

★An LED sign was made and placed above store to improve aesthetics

IMPORTANT: Do not use window in store. It needs to be fixed