I. Introductory Information

A. Date: Thursday, January 6, 2005
   Time: 4:00 PM – 6:00 PM
   Place: SE Team Room

B. Attendees
Kristy Rozanski   Kristina.Rozanski@gmail.com
Tim Lund         tim.lund@mail.rit.edu
Dave Kerstanski  djk9149@rit.edu
Jessica Linendoll jal9955@rit.edu
Dan Lovette      dwl2239@rit.edu

C. Meeting Objective
The objective of the meeting is to do a final review of the SRS, then to begin design discussions.

D. Member Roles
Leader: Kristy
Recorder: Jessica

II. Discussion & Decision Making Outcomes

A. Tools Setup
Discussion Leader: Kristy
Decisions made:

   CVS, (aka Tortoise) is all setup. YEAH!!!!
   All software needed was given to each team members.

B. Requirements Review
Discussion Leader: Tim
Decisions made:

   Tim needs bigger laptop to compile all our comments about the SRS for the initial draft.
   Tim will compile the comments tonight and then the SRS will be put onto the website. ALSTOM will get the SRS tomorrow.
C. Design
Discussion Leader: Jess
Decisions made:

Team discussed the design for iteration 1.
For the first iteration these are the assignments.
Tim – Printing
DXFing – Dan and Dave
Creating – Kristy and Jess
  Parsing
  Placement
  Shapes
  Parsing Border(s)

III. Action Items

A. Update SRS
People Responsible: Tim
Completion Date: Thursday night (1/6)

Additional notes on action item:
Tim will sort through comments and finalize the draft tonight.
Kristy will send the draft to ALSTOM on Friday.

B. Submit Draft to ALSTOM
People Responsible: Dan & Kristy
Completion Date: Friday 1/7

Additional notes on action item:
Dan – post on website
Kristy – email ALSTOM to refer to website

C. Design Work Break Down?
People Responsible: All
Completion Date: Saturday 1/8

Additional notes on action item:

D. Next meeting – Saturday, Jan. 8 @ 3:00 PM
People Responsible: ALL
Completion Date: 1/8

Additional notes on action item:
Formulation of testing ideas
Finish design?