Meeting Time: 11am

All members were present, except Dani

* Upcoming dates:
  + Presentation Feb 26th
  + Mini-poster (paper) due before spring break March 5th
  + Next report due: March 31st
* IEs:
  + Added OHSA/NIOSH analysis
  + Started poster
  + Corrected Analyze Phase report sections
    - More will be corrected in March
* MEs:
  + Planned next steps for assembly of prototype
    - Created DXF file for ring work order
    - Looked at the poling at HPMI
    - Planned step by step what we’re doing to attach the pole to the base
* EEs:
  + Assisted MEs since electronics have not yet arrived
  + Planned PowerPoint slides