

Memorandum

To: R.M. Schafer
From: Smart Windows
Date: April 22, 2010
Subject: Meeting Twelve Minutes

1. Labeling for remote box -Kelley
 - a. Greg Bronell
 - b. Clint
2. Project Box constructions – Tom
 - a. Wait for code to be complete
3. Hardware- Tom
 - a. Limit switched, photo sensor
4. Painting Frames
 - a. Get paint from Natalie
 - b. Black paint
5. Valence to hide wires
 - a. Check Natalie about scrap foam
6. Code- Andy and Dave
 - a. Finish
7. Email about pricing for the poster
8. Written report – Kelley