HKN Member Meeting 2 Minutes:
Date: 9/26/2005

1) Status of tasks since Meeting 1:
   a) completed
      i. Tutor schedule: If you still haven’t signed up, it is hanging on the wall so please do so. (Nicholas)
      ii. Color printer has been repaired, cost of only $65. (James S)
      iii. HKN email address: hkn@umn.edu and askhkn@umn.edu should be up and running shortly depending on Dale Swanson. (Bek)
      iv. Light bulbs have been purchased and are in the office. (Nicholas)
      v. Polo shirts will be arriving in about 15 days for those of you who don’t have one yet. (Mohit)
      vi. We have acquired software for HKN including Office 2003. (James S)
   b) pending
      i. Text book request from the ECE Department for tutoring needs. We are asking them to supply us with them so we can better tutor the ECE students. (Pang-li)
      ii. Career Fair sign up…was taken care of at the meeting.
      iii. HKN Pens, we will order about 500 more to hand out to the ECE students. (James L)

2) Review of Strategy – final call
   c) 3 Core objectives
   d) Concept of “Goal Statement”
   e) Proposed major projects
      i. Radically improve study/member space
         - do so by establishing history of HKN in our study area and by giving credit to the companies who donate money and help to HKN by putting names on a plaque that will be hung in the study area.
      ii. Data reorganization (Nicholas and Jason are working on this)
      iii. Ceremony redesign (We need a volunteer to do this)
      iv. Raising money to fund these projects (We need a volunteer to do this)

3) Career Fair details
   f) this Weds/Thurs 10 am – 4 pm
   g) all members must volunteer for a 2hr window to work at the CF
   h) Special volunteers will be needed from 7 – 9am on Weds and 5 – 7pm on Tues night
   i) Dress code – Business casual with HKN tag

4) HKN Special Presentation
   j) Micron Technology, Inc. will give a special presentation for HKN members on Thursday at 2 pm in ECE 4-146.
   k) Bring a “high quality” guest if you’d like to
   l) Dress code – Business casual
   m) Need food/drinks organizer – (Stephen)

5) Total OS reinstall
   n) If you’d like a specific program installed on the HKN computers please let Nicholas know asap.

6) Meeting time will be changed to 5pm from now on.
7) Rotating room cleanliness duties (Nicholas and James S will take on the room cleanliness duty for the first two weeks.
8) Immediate needs / New Business? CP’s in our hallway need to be fixed and OS needs to be reinstalled. (Ian is working on this)