

iGEM Meeting

MINUTES

MAY 1ST 2013

5.00-6.30 PM

CBCB 2ND FLOOR MEETING ROOM

CHAIR OF MEETING	Vincent Leonardo
MINUTE TAKER	Yana Demyanenko
ATTENDEES	Vincent Leonardo, Alina Tamciuc, Justas Miknys, Yana Demyanenko, James King, Vivian Wong, Isabelle McLaren, Geoffrey Pettitt, Matthew Law, Robert McKiernan, Christopher Wall, Anil Wipat, Owen Gilfellon, Paolo, Jem

Agenda topics

[**TIME ALLOTTED**]

FUNDING

DISCUSSION		
Vincent has set up meetings with possible sponsors		
It has been suggested that a presentation day for possible sponsors could be organised		
Brochure is needed (drafted by Vincent)		
It would be a good idea to check the hierarchy of the people that could sponsor us within university so that two people in the same chain do not receive the same letter asking for funding		
CONCLUSIONS		
Need to be able to describe our project to present before companies that are interested.		
Only send funding letters to those that are higher up, and omit the underpinned staff.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meet Neil to discuss funding breakdown	Vincent, James	Wed 8th
Meet Dean of Education	Vincent	Wed 8 th
Find out which companies previously used by iGEM teams may be able to sponsor with consumables	Everyone	Wed 8th
Develop the plan for training (SGM teaching grant)	Everyone	Until done
Fix the brochure	Rob, Vincent	Wed 8th

[**TIME ALLOTTED**]

PROJECT

DISCUSSION		
Decision has to be made		
Bacterial consortia and L-forms were discussed in respect with judging criteria		
CONCLUSIONS		
FINAL IDEA: L-forms as a novel chassis for synthetic biology		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Start thinking of catchy names for the project	Everyone	Wed 8th

Think about applications for the chassis	Everyone	Wed 8th
Contact Ling and Sonny Park about L-form	Vincent	Wed 8th
Think about parts we would need to make	Everyone	Wed 8th
Upload the drawing off the whiteboard on the wiki	Someone	Wed 8th

Next Meeting

Location :

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Date and Time : May 8th 2013

Minute Taker : Vivian

Chair of Meeting : Izzy