

# MEETING MINUTES

## Topic:

**Friday, January 27th, 2017  
12:00 pm – 12:40 pm**

**Minutes recorded by: Garrett Murphy**

**Meeting called by: Capstone Team**

**Attendees: Cameron S., Bianka C., Geordie M., Garrett M. , Dustin Y.**

**Project and Group Number: Honeywell Ruby Ball and Sapphire Seat / Team 30.**

**Please bring: Laptops or electronic access to internet.**

**Advisor/Section Time: David Trevas / Wednesday 5:30 – 8:00 pm**

**Table 1. Record of meeting.**

<b>12:00- 12:25</b>	<b>US Synthetic Phone Call</b> <ul style="list-style-type: none"><li>• The team gathered project-specific questions to ask Sam from US Synthetic</li><li>• The primary objective of the meeting was to solidify a final poppet and seat design that could be coupled with a proportional solenoid.</li><li>• From previous meeting, Honeywell asked for a quote for 1000 poppets and matching seats.</li><li>• US Synthetic said detailed drawings could be changed based on our housing.</li><li>• The meeting ended with a discussion about housing design, and final schematics to give to US Synthetic</li></ul>	Room 102
<b>12:25- 12:40</b>	<b>Meeting Reflection and Tasks Assigned</b> <ul style="list-style-type: none"><li>• Cam will work on a housing design in Solidworks</li><li>• Garrett Will finalize solenoid selection as well as communicate with Cam the diameter of the poppet shaft</li><li>• Geordie will work on finding Pressure Transducers to be used</li><li>• Bianka, Dustin, and Tyler will work on testing procedures and lab-room attainment</li></ul>	Room 102

**Table 2. Tasks Assigned.**

<b>Task</b>	<b>Person Assigned</b>	<b>Due Date</b>	<b>Date Complete</b>
Finish Solenoid Selection	Garrett M.	2/1/17	~~~
Finish Housing Design	Cam S.	2/1/17	~~~
Finish Pressure Transducer Selection	Geordie M.	2/1/17	~~~
Secure Lab-Room for testing	Bianka C.	2/7/17	~~~

**Next formal meeting: 1/31/17, Room 107 Engineering Building, at 4 PM.**