

MEETING MINUTES

Topic: Capstone Northrop Grumman Handling Arm

Monday, 11/5/2018

Room 323, Engineering Building

6:30pm-8:15pm

Minutes recorded by: Sami Scarcello

Meeting called by: Savannah Hillebrand

Attendees: Rayne Dobson, David McNealy, Tyler Schafer, Keven Benavente, Sami Scarcello, Savannah Hillebrand

Please bring: Laptops

Table 1. Record of meeting.

6:30 pm to 6:35 pm	Introduce everything needed to be done in the next couple of weeks <ul style="list-style-type: none">● BOM● CAD Package● Prototype● Presentation 3	Room 323
6:35 pm to 6:55 pm	Make sure everyone's individual analyses are completed <ul style="list-style-type: none">● Answer questions● Set up meeting times with Dr. Oman when needed	Room 323
6:55 pm to 7:00 pm	Split up BOM, CAD Package, Prototyping <ul style="list-style-type: none">● BOM done by Tyler and Sami● CAD Package by Savannah and David● Gather materials for prototyping by Keven and Rayne	Room 323
7:00 pm to 7:07 pm	Discuss Prototyping ideas <ul style="list-style-type: none">● Make sure 3D printer material can support arm● Discuss updates on Titan arm<ul style="list-style-type: none">○ How it will be represented in Presentation 3	Room 323
7:07 pm to 7:15 pm	Discuss Presentation 3 Final Design <ul style="list-style-type: none">● Should we use our first final design or design with modifications● Savannah will email Dr. Oman	Room 323
7:15 pm to 7:45 pm	Finalize Final Design <ul style="list-style-type: none">● Rotational movement for rack and pinion<ul style="list-style-type: none">○ Inspiration from Diopter Adjustment from binoculars○ Pin System with rack and pinion○ Set screw on ring bearing● Discuss different head ideas	Room 323

	<ul style="list-style-type: none"> ○ Most focus on the tripod clamps and how they work 	
7:45 pm to 8:00 pm	More Prototype Discussion <ul style="list-style-type: none"> ● What needs to be 3D printed ● What to use as clamp ● How much PVC pipe, possibly flexible joints ● BOM for Prototype ● How to model head attachments ● Caulking? 	Room 323
8:00 pm to 8:15 pm	Decide who does what for Presentation 3 <ul style="list-style-type: none"> ● Assign each person to a section 	Room 323

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Complete Analytical Analysis (Majority)	Everyone	11/4/18	11/4/18
Explore Vertical Adjustment Methods	Everyone	11/5/18	11/5/18
Check on Purchasing	Tyler	11/2/18	11/2/18
Email Sketches to Steven	David	10/30/18	10/30/18
Check on Reimbursement	David	11/2/18	11/2/18
Finish Bio	Sami	10/31/18	10/31/18
Email Dr. Oman about Final Design in Presentation 3	Savannah	11/5/18	11/5/18
Create Institutional Excuse for CDR	Rayne	11/6/18	
Finish Individual Analyses	Everyone	11/9/18	
Finalize Final Concept	Everyone	11/14/18	
Complete CAD Package	Savannah, David	11/12/18	
Obtain Prototype Materials	Keven, Rayne	11/11/18	
Complete Prototype	Everyone	11/12/18	
Finalize Presentation 3	Everyone	11/14/18	

Complete BOM	Tyler, Sami	11/12/18	
Finalize CDR	Everyone	12/3/18	
Edit Preliminary Report	Rayne, Sami	11/19/18	
Assign Sections for Final Report	Everyone	11/12/18	

Next formal meeting: 11/12/2018, room 323, Engineering Building at 6:30pm.