

MEETING MINUTES

Topic: Staff Meeting

Date: Thursday, June 17, 2019

Time: 6:00pm - 6:30pm

Location: Engineering Building Rm. 321

Minutes recorded by Nestor Rodriguez

Meeting called by Dr. Trevas

Attendees: All group members

Table 1. Record of meeting.

7:10 pm to 7:30pm	Item 1 <ul style="list-style-type: none">● Pressure Transducer<ul style="list-style-type: none">○ Use smallest diameter of telescoping jack for measurements○ Test which plug to use by plugging transducer into each<ul style="list-style-type: none">· Get adapters○ 40-20mA should automatically calibrate○ For hardware review just have physical prototype doesn't have to work 100% yet○ For the car jacks we need a rectifier that turns 120 or 110 AC to 12V DC○ Each jack is about 15-16 amps	EGR Building Rm. 321
7:30 pm to 7:31 pm	Item 2 <ul style="list-style-type: none">● Stepper motor<ul style="list-style-type: none">○ Need a powerful enough driver○ Is 2.8 amps○ Need a TB6600	EGR Building Rm. 321
7:31 pm to 7:40 pm	Item 3 <ul style="list-style-type: none">● Budget<ul style="list-style-type: none">○ \$100-\$200 under	EGR Building Rm. 321

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Make additional work orders	Nestor	3/14/2019	3/13/2019

Go down to Phx for more steel	Blake	3/14/2019	3/13/2019
Select final pressure transducer	Jeff	3/14/2019	3/13/2019
Order pressure gauges and Rotation thingy, and measure the plug lock	A.J.	3/14/2019	3/13/2019
FEA for remaining parts/ Work orders	Barek	3/14/2019	3/13/2019

Next formal meeting: 3/12/19, Web Meeting, at 4:00pm.
Next member responsible for meeting minutes: Nestor