

MEETING MINUTES

Topic: Helmet Staff Team 3rd Meeting

Date: Monday, October 15, 2018

Time: 5:50 pm –6:20pm

Location: Engineering Building Rm 314

Minutes recorded by Titus Yazzie

Meeting called by Dr. Trevas

Attendees: All members present with Dr. Trevas

Table 1. Record of meeting.

5:50 pm to 6:00 pm	Discussion of assignments/ tasks due <ul style="list-style-type: none"> - Individual assignments for team - Contact with client! Is the client satisfied? - Make sure the team is doing the project correctly - Discuss individual analysis and responsibilities 	EGR Rm 314
6:00 pm to 6:20 pm	Discussion of Individual tasks assigned <ul style="list-style-type: none"> - Staff Team Meeting is led Dr. Trevas - Omar – Tutorials of Arduino, Get hands on experience - Race – MR fluid commercially available, Electro-Fluid - Titus – Top speeds of players, convert mph to m/s - Fares – Proximity radar, budget of technologies - Mana – Do not worry about prices of visco-materials 	EGR Rm 314
6:20 pm to end	Plan for next meeting <ul style="list-style-type: none"> - Do some research for each given task - Meet with client before meeting - 	EGR Rm 314

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Obtain MR Fluid, magnetic field size for MR fluid	Race	11/2/18	
Hands on experience with Arduino, accelerometer – ultra sonic for distance measurement	Omar	11/2/18	
Get series of materials with specs	Mana	11/2/18	

Part numbers, use of laser motion?	Fares	11/2/18	
More research for speeds	Titus	11/2/18	

Next formal meeting: 10/17/18, Egr Building, 6:00pm
Next members responsible for agenda: Omar
and meeting minutes: Titus