

# MEETING AGENDA

## Topic: Finalize Purchase Order

Tuesday, February 5, 2018

Meeting called by: Team

Attendees: Michael Broyles, Ethan Smith, Brandon Beaudoin, Jonathan Hernandez, Nathan Zufelt

Please bring: Laptop, Notebook, Relevant research

Location: Engineering Room #323

Objective: Complete purchase order for remaining components and other misc. items.

Notes: Industrial Metal Supply has offered \$100 of free material to the team.

<b>4:00</b>	Begin meeting: Call meeting to action Scribe: Michael Fill out weekly peer review	Engineering Room #323
<b>4:15</b>	Team members discuss their weekly task: Brandon – Finish body shroud w. integrated battery tray Michael – Finish SolidWorks mass information Nathan – Complete budget requirements for upcoming order Ethan – Follow up with CHS laser cutting of airfoils Jonathan – Work with machine shop on wing mounting bracket	Engineering Room #323
<b>Remaining minutes</b>	<b>Plan for next meeting</b> New Action Items Brandon – Flip fuselage so that the bottom comes off magnetically not the top Michael – Finish tail assembly Nathan – Work on trying to test laser resolution from CHS Ethan – Figure out a way to secure the fuselage to tail boom Jonathan – Talk to Tester about sending wing arms to Rapid Lab	Engineering Room #323

### Minutes 2-5-18

Assign Individual Analysis topics

Push for a meeting on Sunday

If meeting Sunday, bring data logger to set up all new components (GPS, airspeed sensor, RPM sensor)

Need to charge battery

Possibly set up voltage regulator

Figure out how to route motor wires into the fuselage

Figure out pitot mounting location (Brandon is recommending sticking out of nosecone)

Ensure that all holes have the correct tolerances (many have been completed by Brandon, but may need to be modified based on laser resolution)

Set up DXF files for laser cutting

Micro team said laser takes .1" of useable material -> size up cad files accordingly

Peer review not posted for this week

Finalize tail design

Figure out servo mounting locations

Figure out servo control horn

Find out if servos we have will be adequate

Plan on sending wing mounting arms to Rapid Lab for ABS 3DP