

MEETING MINUTES

Topic: Prototype, CAD Package, BOM

Date, Time, Location: 28 November 2018, 6:00 PM, EGR Rm 108

Minutes Recorded By: Casi Garcia

Attendees: Husain Alsaffar, Casi Garcia, Derek Pacheco, Nicholas Schulz

Table 1. Record of Meeting.

Time	Topics Discussed
6:00 PM	CAD Package <ul style="list-style-type: none">- How to mount generator to gear system- Clear housing- Battery – hooked up to the leg of chair?- Generator/Motor – screwed to alum plate attached to legs- Battery & Generator on same plate for ease of changing Need to decide chair and battery to use Need to know torque of generator
6:20 PM	Prototype <ul style="list-style-type: none">- Drilling hole in main gear and gluing shaft
6:30 PM (End)	Friday meet evening CAD Model finishing BOM <ul style="list-style-type: none">- Has to match- Husain works on battery before then Saturday meet prototype finishing <ul style="list-style-type: none">- TBD on Friday

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date
Battery CAD Model	Husain	11/30/18