

MEETING MINUTES 3

Topic: Meeting 2 – Market Team Meeting

Wednesday, September 27, 2017

05:15pm-06:15pm

Chair: Anthony Cheslic

Attendees: Alana Benson, Craig Collins, Leo Segura De Niz, Mitchell Green, Michael Vogelsang

Please bring: Any questions regarding Section 4 of the Preliminary Report

Location: EGR Building

Summary: During the course of this meeting the team was informed on some updated items from David Willy in regards to the CWC website, CR and ER Review, the direction of the market teams design, as well as an update on the business team. The team then discussed subsystem breakdowns, the presentation, and action items for their upcoming meeting on Sunday October 1st.

Table 1. Meeting Minutes

05:15pm-05:25pm	Introduction <ol style="list-style-type: none">1. Review meeting with David Willy<ol style="list-style-type: none">a. CWC Websiteb. CR and ER (Review previous teams)c. Direction with designd. News from FCB<ol style="list-style-type: none">i. Please request a Marketing, and Finance
05:25pm-06:10pm	Discussion Topics <ol style="list-style-type: none">1. Further breakdown of report section 4<ol style="list-style-type: none">a. active yawing systemb. passive yawing systemc. VAWT vs. HAWTd. Tetherede. 2 blade vs. 3 bladef. Upwind vs. Downwind2. Presentation breakdown<ol style="list-style-type: none">a. Project Descriptionb. Background and Benchmarkingc. Customer and Engineering Requirementsd. Designs Considerede. Schedule and Budget3. Develop action items (2 per individual)<ol style="list-style-type: none">a. Anthony<ol style="list-style-type: none">i. Develop a Decision Matrix Template by 10/01/17

	<ul style="list-style-type: none"> ii. Generate two designs by 10/01/17 iii. Generate CR and ER slides by 10/01/17 b. Alana <ul style="list-style-type: none"> i. Generate two designs by 10/01/17 ii. Write up yawing sub system by 10/04/17 iii. Edit Preliminary Report by 10/04/17 c. Craig <ul style="list-style-type: none"> i. Develop a downwind configuration by 10/01/17. ii. Generate Designs Considered by 10/01/17. d. Leo <ul style="list-style-type: none"> i. Develop two design concepts by 10/01/17. ii. Generate Schedule and Budget Slides by 10/01/17. e. Mitchell <ul style="list-style-type: none"> i. Develop two design concepts by 10/01/17. ii. Develop a Pugh Chart Template by 10/01/17 iii. Generate Project Description slides by 10/01/17 f. Michael <ul style="list-style-type: none"> i. Develop two designs concepts by 10/01/17 ii. Generate Background slides by 10/01/17
<p>06:10pm-06:15pm (Remaining minutes)</p>	<p>Plan for next meeting (6:00pm Dark Sky Brewery 10/01/17)</p> <ol style="list-style-type: none"> 1. Review Preliminary Report 2. Review Preliminary Presentation 3. Review Design Concepts 4. Review deliverables/ tasks/ to-do's to be completed by the next meeting.