

# MEETING MINUTES 14

## Topic: Meeting 14 – Team Leads Meeting

Thursday, February 8, 2018

02:30pm - 03:30pm

Chair: Leo Segura De Niz

Attendees: David Willy, Anthony C, Devon H, Tristan S

Location: Room 323 @ EGR Building

**Table 1.** Tentative Schedule

<p><b>02:30pm-02:35pm</b></p>	<p><b>Introduction</b></p> <ol style="list-style-type: none"> <li>1. Announcements             <ol style="list-style-type: none"> <li>a. Final Draft of the report will be due April 9th.                 <ol style="list-style-type: none"> <li>i. Final report to be turned in April 22nd.</li> </ol> </li> <li>b. Travel                 <ol style="list-style-type: none"> <li>i. Sufficient representation at the competition.                     <ol style="list-style-type: none"> <li>1. See chart below.</li> </ol> </li> </ol> </li> <li>ii. Fundraising                 <ol style="list-style-type: none"> <li>1. Michael looking at Big Foot and Pay and Take.</li> <li>2. Lumberyard (Devon)</li> </ol> </li> </ol> </li> </ol>
<p><b>02:35pm-03:25pm</b></p>	<p><b>Discussion Topics</b></p> <p><b>Test Team A</b> - Blades, Shaft, DC-DC Converter, Wind Tunnel Testing, Generator  <b>Test Team B</b> - Hub, Rectifier, Nacelle, Brakes, Yawing, Load, Tower, Energy Storage  <b>Market Team</b> - Turbine Design, Siting Challenge within 100mi, Siting Challenge at the competition, Car Charging Station, Support test teams</p> <ol style="list-style-type: none"> <li>1. Market Team             <ol style="list-style-type: none"> <li>a. Conceptual design will be completed by next week.</li> <li>b. Need high level electrical model. EEs in the test teams to help with this?                 <ol style="list-style-type: none"> <li>i. EEs (Evan?) will send Simulink model to Mitchell Green.</li> <li>ii. Have Evan and Mitchell meet Willy.</li> <li>iii. 2nd person from Market Team needed for Simulink Model (Michael?)</li> </ol> </li> <li>c. Siting                 <ol style="list-style-type: none"> <li>i. Software update by next week (Follow up with Alana).</li> <li>ii. RESULTS! Work that has been completed.</li> <li>iii. Meet with Willy next week.</li> </ol> </li> <li>d. Business update                 <ol style="list-style-type: none"> <li>i. Jordan working on partnership with blink.</li> <li>ii. Started Business Report.</li> <li>iii. Rough Draft will be completed before spring break.</li> </ol> </li> </ol> </li> <li>2. Test Teams             <ol style="list-style-type: none"> <li>a. ME drawings                 <ol style="list-style-type: none"> <li>i. Some completed.</li> <li>ii. Updating blade size. FEA to be finished. To be completed by Monday 2/12.</li> <li>iii. Tower, base-plate, bearings to be manufactured or ordered.</li> <li>iv. Longest lead-time is plate aluminum. Slip ring assemblies. Follow up with the Alex about the forms.</li> </ol> </li> <li>b. Manufacturing</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>c. EE parts to order/ lead time - Alex <ul style="list-style-type: none"> <li>i. What parts have been ordered and what is your longest lead time?</li> </ul> </li> <li>d. Devon and Dakota will follow up with Alex on parts to be ordered.</li> <li>e. On schedule, behind schedule or ahead of schedule for March 1st. <ul style="list-style-type: none"> <li><b>i. 5 weeks to wind tunnel best case scenario (March 15th).</b></li> </ul> </li> <li>f. Testing Procedure <ul style="list-style-type: none"> <li>i. Who is responsible?</li> <li>ii. Spenser and Dakota - DOE set up <ul style="list-style-type: none"> <li>1. Thermo fluids lab project</li> <li>2. Testing procedures</li> </ul> </li> <li>iii. Aaron EE for testing procedures</li> </ul> </li> <li>g. Breakdown the rough draft for the report <ul style="list-style-type: none"> <li>i. Outline with responsible students for each section.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>3. How are ME shop meetings going? <ul style="list-style-type: none"> <li>a. Did not occur this week. Will continue on next week.</li> <li>b. Friday afternoons (3PM). ME shop meetings at 98C.</li> </ul> </li> <li>4. Test turbine design decomposition with Willy. <ul style="list-style-type: none"> <li>a. individual meetings ongoing.</li> </ul> </li> </ul>
<p><b>03:25pm-03:30pm</b></p>	<p><b>Plan for next meeting</b></p> <ul style="list-style-type: none"> <li>1. Review deliverables/ tasks/ to-do's to be completed by the next meeting.</li> <li>2. EE Design review with Willy <ul style="list-style-type: none"> <li><b>a. Next Leads meeting will be focused around EE.</b></li> <li><b>b. Show up prepared. Bring work. Be ready to present on the screen.</b> <ul style="list-style-type: none"> <li><b>i. Evan, Yousef, Alex, Tristan</b></li> </ul> </li> </ul> </li> <li><b>3. Alana - Update on software findings by next Friday</b></li> </ul>

	Resources					
DOE Competition	Engineering	Business	ME	EE	# BUS	
Private Presentation	90%	10%	1(min)	1(min)	1?	
Public Pitch	20%	80%	?		2 (min)	
Turbine Testing	100%	0%	2 (min)	2 (min)		
Siting Challenge	95%	5%	2 (min)	1?	1?	
Kid Wind Event	any	any				
Total			4	3	4	11

1	Devon	Evan	1
1	Anthon	Yousef	1
	y		
1	Leo	Aaron	2
1	Jacob		
1	Spencer		
2	Dakota		
1	Alana		
2	Michael		
2	Craig		
2	Mitchell		
2	Ben		
2	Alex		
2	Tristan		