MEETING MINUTES

# Topic: Analyses to Tackle

## Date: Sept 7, 2018

## Time: 11:55 – 12:45

**Minutes recorded by: Lexie**

**Meeting called by**: All

Attendees: Lexie, Shanna, Israel, Aziz

Please bring: Laptops, Notebooks

Table . Record of meeting.

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| TIME BREAKDOWN | **TOPIC / NOTES** | **LOCATION** |
| 11:55 – 12:45 | The team discussed what analyses(in what order) need to be completed.   * Finalize mechanical loading calculations * Finalize thermal loading calculations * Determine heat lamp orientation * Box beams – weight and size * Joint – plate to box beams * Ground to fixture interface * Threaded Joint Adaptor – plate/holes on plate * Power and Water Reqs * Time Study   It still needs to be decided which analyses will require ANSYS. | EGR Building |

Table . Tasks Assigned.

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| --- | --- | --- | --- |
| **Task** | **Person Assigned** | **Due Date** | **Date Complete** |
| Email Chuck to schedule meeting | Israel | ASAP |  |
| Update Website | Aziz | Sept 14 |  |

**Next formal meeting: TBD**