

# HPRT MEETING MINUTES

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## Staff Meeting

Honeywell Pressure Regulator Team (HPRT)

Friday, 13 April 2018

10:00am

Minutes recorded by: Myla Azofeifa

Meeting called by: William McGinn

Attendees: Jordan Loos, Yi Tong Zhang, David Trevas

### Table 1 - Record of Meeting

10:00am	<b>Begin Meeting</b> <ul style="list-style-type: none"><li>• Meeting called to order by the clock striking 10 AM</li><li>• Topics:<ul style="list-style-type: none"><li>◦ General Updates</li></ul></li></ul>	EGR 323
	<b>Updates</b> <ul style="list-style-type: none"><li>• Where are we at?<ul style="list-style-type: none"><li>◦ In the process of manufacturing the case</li><li>◦ In the process of manufacturing the new bellow</li></ul></li><li>• Need to have poster finished by 4/20 -- could take a little bit longer and print the poster elsewhere</li><li>• Analyze the porosity of the 3D printed case</li><li>•</li></ul>	

### Table 2 - Action Items (Tasks Assigned)

Tasks	Person Assigned	Due Date	Date Complete
Finish CAD	Alex Rustaey	ASAP	
Begin talking logistics with Machine Shop.	Myla Azofeifa	ASAP	
Get quote	Jordan Loos	ASAP	

<b>IMS (Phoenix)</b> <b>Buddy's Welding - say you're with NAU</b> <b>and you're a student organization &amp;</b> <b>they might donate things to us.</b> <b>Mayorga's Welding</b>			
<b>Update bellow design/make sure that it</b> <b>works for the case.</b>	<b>Bill McGinn</b>	<b>ASAP</b>	
<b>Testing procedure edits.</b>	<b>Yi Tong</b> <b>Zhang</b>	<b>ASAP</b>	
<b>Update schedule.</b>			

**Next formal meeting: Tuesday, 02 April 2018, EGR 107 @ 4:00 PM**