

# MEETING MINUTES

## Topic: Prototype

Thursday, October 26, 2017

3:00pm – 6:15pm

Minutes recorded by Brandon Cook

Meeting called by Joshua Smith

Attendees: Joshua Smith, Brandon Cook, Miriam Deschine

Please bring: Laptops, cardboard, string, tape, scissors

### Executive Summary:

The purpose of this meeting was to construct a prototype of one of our designs or a function our design must perform. The team began by deciding what designs they wanted to potentially prototype and how they would do so. The Curtain design was prototyped using mostly cardboard and a trash bag. It shows how the design would collapse and extend upward once it is in its location. The prototype was left with Miriam so that the final pieces could be glued together.

Table 1. Record of meeting.

<b>3:00pm to 3:40pm</b>	<b>Brainstorming</b> <ul style="list-style-type: none"><li>• The meeting began by discussing what the team wanted to prototype.</li><li>• Based on Steven's interest and the decision matrix, the Curtain, Beartrap, and Rocket Awning are good candidates for a prototype.</li><li>• The team discussed prototyping the upward deployment function of the enclosure</li><li>• The team brainstormed how they could make the prototype for each type.</li><li>• Drawings were made to visualize how the parts would be made before wasting cardboard</li></ul>	Miriam's House
<b>3:40pm to 6:00pm</b>	<b>Prototype Construction</b> <ul style="list-style-type: none"><li>• The team decided to build a prototype of the curtain.</li><li>• We began by making a very simplified version of the design with a roll of cardboard and two flat semicircles for a domed top</li><li>• The team then built a second, more detailed prototype</li><li>• This prototype demonstrated the up and down motion the enclosure and how the top will deploy</li><li>• For this prototype we used cardboard for the structure and a trash bag for the "curtain"</li><li>• The top deployment was a little bit tricky for the team to figure out due to the geometry of the structure.</li></ul>	Miriam's House

<b>6:00pm to end</b>	<b>Plan for next meeting</b> <ul style="list-style-type: none"> <li>The next meeting will be held Tuesday in the engineering building to discuss testing procedures</li> </ul>	Miriam's House
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**Table 2. Tasks Assigned.**

<b>Task</b>	<b>Person Assigned</b>	<b>Due Date</b>	<b>Date Complete</b>
Meeting Minutes	Brandon Cook	ASAP	
Finish Hot Gluing prototype	Miriam Deschine	10/31/17	

**Next formal meeting: 10/31/17, Engineering, at 6:00pm.**