TEAM MEETING MINUTES

Topic: ME 476C Analysis Memo Meeting

Date: Thursday, March 15, 2018
Time: 9:35 am – 10:50 am
Location: Engineering Building Rm 108

Minutes recorded by ___Michael Garelick_____

Meeting called by ___Michael Garelick_____

Attendees: ___All Group Members_____

Table 1. Record of meeting.

9:35 am to 9:40 am	**Establish What needs to be done and change location** ● All team members met in Engineering Building Room 120. Relocated to Room 108 to work in the Capstone Lab. ● Main purpose of meeting: Finish Analysis Memo.	Room 120

9:50 am to 10:30 am	**Work on Analysis Memo**
	● All team members worked on the Analysis Memo.
	  o Keith: Matlab simulations lead
	    ▪ Look up pipe flow analysis
	    ▪ Verify hand calculations
	    ▪ Look into Simulink
	    ▪ T joints are hard to analyze. Mass flow close to same?
	  o Cole: materials lead
	    ▪ Stress analysis at joints
	    ▪ Pressure tap analysis
	  o Mark: sensor research lead
	    ▪ Data Acquisition
	    ▪ Voltage to induce one sensor vs another
	  o Michael: pump research and CAD lead
	    ▪ Find the pump to use.
	    ▪ Look into motor controllers. Closed system vs open system.
	    ▪ Use the different parameters of systems.
		Room 108

10:40 am to end	**Plan for next meeting** ● Analysis Memo due on 3/16/18. ● Next meeting will be on 3/15/18 and be a client meeting.	Room 108

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Analysis Memo: Michael's section, Pump research and analysis	Michael	3/16/18	
Analysis Memo: Mark's section, Data Acquisition and sensor analysis	Mark	3/16/18	
Analysis Memo: Cole's section, stress analysis at joints and pressure taps	Cole	3/16/18	
Analysis Memo: Keith's section, pipe flow analysis	Keith	3/16/18	

Next formal meeting: 3/15/18, In front of Dr. Ciocanel's Office,Engineering Building, at 11:00 am.
Next members responsible for agenda: <u>Michael Garelick   .</u>
and meeting minutes: <u>Michael Garelick   .</u>