

MEETING MINUTES

Topic: Team Updates and Individual Step Designs

Wednesday, September 20, 2017

5:30pm-7:35pm

Minutes recorded by Madison

Meeting called by Trevas

Attendees: All members

Table 1. Record of meeting.

<p>5:30pm-6:45pm 9/20/17</p>	<p>Individual Steps Kyle</p> <ul style="list-style-type: none"> • Reviewed step ideas prepared by each team member. • Discussed the overall shape/transportability of the overall machine. • Began incorporating creativity to design ideas in the form of cereal mascots and logos. 	<p>DuBois Center RM 011</p>
<p>6:45pm-7:10pm 9/20/17</p>	<p>Client Meeting Trevas</p> <ul style="list-style-type: none"> • Trevas informed team of \$3000 budget coming from the GORE fund. (Team should use ePTFE where string is needed in the final design) • Discussed the need for the full rule book and registration date • Collegiate teams go straight to Finals without needing to compete at the Regional competition? • ASU Professor, Shawn Jordan, has previously competed in RGMC on the Purdue team. 	<p>DuBois Center RM 011</p>
<p>7:10pm-7:30pm 9/20/17</p>	<p>Plan for next meeting Riley</p> <ul style="list-style-type: none"> • Split up report sections • Run through each report section together so every member is informed and on the same page for all aspects of the report. 	<p>DuBois Center RM 011</p>
<p>7:30pm-7:35pm 9/20/17</p>	<p>Finalization Ali</p> <ul style="list-style-type: none"> • Decided what time to meet on the following Wednesday (5:30) • Ensured everyone knew their tasks 	<p>DuBois Center RM 011</p>

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Sign up for Rube Goldberg Newsletter. (Click on the fish at the bottom of the page)	Madison	9/25/17	9/24/17
Draw 8 designs. One for each category: Milk Pouring, Cereal Pouring, Spoon delivering, Bowl, Magnetic, Electrical, Potential, Kinetic	All	9/27/17	9/27/17

**Next formal meeting:
Wednesday, September 27, 2017 – DuBois Center RM 011 – 5:30pm**