

D1 MEETING MINUTES

Topic: Week 2 Spring Schedule

Wednesday , January 30, 2018
5:00pm – 7:00pm

Minutes recorded by Kalli Albright

Meeting called by Kaitlyn Barr

Attendees: Kalli Albright, Kaitlyn Barr, Dustin Branges, Daniel Johnson

Please bring: A positive attitude and completed action items

Executive Summary:

The team is in the early stages of constructing the final design. The team would like to quickly assemble the frame with appropriate tolerances to test on a stand with a model antenna. This will make sure that there are not any physical issues with the project thus far.

Table 1. Record of meeting.

5:00 pm - 5:30 pm	Hardware plan <ul style="list-style-type: none">• Collect screws and nuts from machine shop• Need to reprint frame on 3D printer that will be used by DASL• Velcro & acetone from Wal-mart	EGR 107
5:30 pm - 6:00 pm	Discuss coding <ul style="list-style-type: none">• Before next meeting, Shafer would like coding progress (make motor move)• Use arduino software	EGR 107
6:00 pm - 6:50 pm	Assembly and testing plan <ul style="list-style-type: none">• Test that pivot base slides appropriately on antenna<ul style="list-style-type: none">◦ Possibly need model antenna• Fully assemble frame	EGR 107
6:50 pm - 7:00 pm	Plan before next meeting <ul style="list-style-type: none">• Daniel<ul style="list-style-type: none">◦ Reprint frame on RapidLab printer• Kaitlyn<ul style="list-style-type: none">◦ Construct test bed to hold plate• Kalli<ul style="list-style-type: none">◦ Find model antenna of correct material	EGR 107

	<ul style="list-style-type: none"> • Dustin <ul style="list-style-type: none"> ○ Collect 12+ 10-32 $\frac{3}{8}$ screws and nuts from machine shop 	
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Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Reprint and collect fasteners	Daniel Johnson Dustin Branges	2/5/18	
Construct test bed	Kaitlyn Barr	2/5/18	
Find model antenna	Kalli Albright	2/5/18	
Assemble physical part of design on test stand with test antenna	All	2/6/18	

Next formal meeting: 2/6/18 Engineering Building Room 107 at 5:00pm