

Topic: Presentation Preparation

Thursday, June, 14 2018

11:00 am – 12:45 pm

Minutes recorded by: Michele Tsosie

Meeting called by Abdul

Attendees: Fahad, Abdul, Ahmad, Besongni, Michele,

Please bring: Laptop, Notes

Table 1. Record of meeting.

11:00 am to 12:35 pm	Discussion of Hardware Review 1 Ahmad – Yaw System Abdul – Blade Design and Nacelle Fahad - Schedule and Budget (Gantt Chart) Michele – Blade Design and Meeting Notes update Besongni – CAD, tower and bearing calculations	Engineerin g Building
12:35 pm to 12:45 pm	Discussion of Hardware Review1 Completion of the project at 50 % is the basis of the meeting. The CAD is not up to specifications. There are calculations that need to be addressed for the approval of the client.	Engineerin g Building

12:45 pm to 1:00 pm	Client Meeting Several details will need to address to further start receiving validation for the CAD drawing. All calculations will need to validate CAD. CAD is based on calculations.	
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Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Abdul – Blade Design and Nacelle	Abdul	06/23/2018	
Fahad – Shaft Design	Fahad	06/23/2018	
Michele – Blade Design and Nacelle	Michele	06/23/2018	
Besongnsi – Tower and bearing system	Besongnsi	06/23/2018	
Ahmad – Yaw System	Ahmad	06/23/2018	