

TEAM MEETING MINUTES

Topic: POSTER AND MANUAL

Thursday, July 26, 2018

6:00 pm – 8:00 pm

Minutes recorded by Abdulrahman

Meeting called by Abdulrahman

Attendees: Abdul, Fahad, Ahmad, and Michele

Please bring: Laptop, Notes

Table 1. Record of meeting.

| | | |
|-------------------------------|---|--|
| 6:00 pm to 7:00 pm | Discussion of Wind Turbine <ul style="list-style-type: none">• Reevaluate the blades and continue to modify the blades to mesh with the CAD assembly• Continue to develop FEA on each part of the assembly and also the entire apparatus.• Work on the heat sink project and try to assemble for testing | |
| 7:00 pm to 7:30 pm | Discussion of Testing and Setup <ul style="list-style-type: none">• Make certain that heat sink is operational• Meet with Kellan to have the fins machined for the heat sink• Start on the heat sink circuit and evaluate with the client | |

| | | |
|-------------------------------|---|--|
| 7:30 pm to 8:00 pm | Visuals and Videos <ul style="list-style-type: none"> • Create pictures and video for the summary and final report • Upload videos into youtube | |
|-------------------------------|---|--|

Table 2. Tasks Assigned.

| Task | Person Assigned | Due Date | Date Complete |
|-----------------------------|------------------------|-----------------|----------------------|
| Fins Analysis | Ahmad | 7/30/18 | 7/30/18 |
| Heat Sink | Michele | 7/30/18 | 7/30/18 |
| CAD | Bsesongni | 7/30/18 | 7/30/18 |
| Website and Shaft selection | Fahad | 7/30/18 | 7/30/18 |
| Heat Sink | Abdul | 7/30/18 | 7/30/18 |

* ALL PLEASE COMPLETE YOUR PARTS