MEETING MINUTES

# Topic: Presentation 2

## Friday, September 27, 2019

## 10:00 am – 4:00 pm

**Minutes recorded by \_Rachel Watanabe\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_

**Meeting called by** **Rachel Watanabe**

**Attendees: Rachel Watanabe, Toren Schurb (show up late: 11:45 am) and Jayne Sandoval (left early: 12:15 pm)**

**Please bring:** Laptops/device to access online team docs; information to help fill out the presentation slides; bring in rough drafts of slides you were assigned to last meeting

**Table 1. Record of meeting.**

|  |  |  |
| --- | --- | --- |
| 10:00 am to 11:45 am  | **Presentation 2*** Discussion led by Rachel Watanabe
* Jayne: looked over black box, added to the concept generation: site location slide a little
* Rachel: finished project description, budget planning and black box slides
 | Cline Room 182 |
| 11:45 pm to 12:00 pm  | **Catch Toren up** * Discussion led by Rachel Watanabe
* Asked him why he was late (went for food instead of coming to the meeting)
* filled him in on what the rest of the team was working on
 | Cline Room 182 |
| 12:00 pm to end | **Presentation 2*** Discussion led by Rachel Watanabe
* Rachel: Completed concept generation: turbine slides; Researched IEC Wind Class Certifications; looked into what the team could do for concepts generation: micro-siting; Researched our selected concept generation: sites
* Toren: worked on Detailed Decomp., looked into what the team could do for concepts generation: micro-siting; Researched our selected concept generation: sites
 | Cline Room 182 |

**Table 2. Tasks Assigned.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Person Assigned**  | **Due Date** | **Date Complete** |
| Pick up Open Wind Test Case from Professor Willy | Everyone | 9/20/19 | 9/20/19 |
| Print out Maps of Colorado  | Torren | 9/25/19 | 9/23/19 |
| Look into comparable Wind Farms in Colorado (2014 to now) | Rachel | 9/25/19 | 9/23/19 |
| Look into what the comparable wind farms are doing in terms of wildlife | Jayne | Original:9/25/19Extended:10/7/19 |  |
| Work on Progress Report (Presentation 1 info) | Everyone | Original:9/27/19Extended:9/30/19 |  |
| Email Dr. Oman and Leah about the full version of Open Wind (Self-Learning assignment) | Toren | 9/26/19 | 9/27/19 |
| Email Dr. Oman and Leah about Rulebrick changes | Toren | 9/26/19 | 9/25/19 |
| Work on Progress Report (Second half of the report) | Everyone | 10/11/19 |  |
| Work on Presentation 2 | Everyone | 10/4/19 |  |
| Practice for Presentation 2 | Everyone | 10/7/19 |  |
| Concept Generations for micro siting  | Everyone | 10/2/19 |  |

**Next formal meeting: 10/2/19, MEP Room, at 5:30 pm.**