

WEEKLY MEETING AGENDA

Topic:

Attendees: Jessie, Brittney, Noah, Wesley, Randall

Please bring: Schedules, phones, and laptops

| | | |
|---|--|--------------------------------------|
| Metting 1: Monday, February 8 2:30pm-3:30pm | Did the Hardware Review with Dr. Oman and then discussed schedules and building sessions. | Zoom/Teams |
| Meeting 2: Wednesday, February 10 2:30pm-4:30pm | Randall and Jessie worked on Arduino while Noah, Brittny, and Wesley worked on the Midpoint Presentation. | Teams |
| Meeting 3: Saturday, February 13 11:00am-3:30pm | Building Session #2: Finalizing design for piping and number of fittings and buying piping and fittings. Also attempted soldering the copper pipes. | Home Depot, Jessie's apartment |

MEETING MINUTES

Meeting 1 Topic: Hardware Review/ Plan for meetings and build sessions

Date: Monday, February 8, 2021

Time: 2:30pm- 3:30pm

Location: Zoom/Teams

Minutes recorded by Jessie

Meeting called by Dr. Oman/Jessie

Attendees: Jessie, Noah, Brittney, Wesley, Randall, Dr. Oman

Table 1. Record of meeting.

| | |
|--------------------------|---|
| 2:30pm-2:50pm | Discuss Future Schedule and what to do this week <ul style="list-style-type: none">• Discussion led by Dr. Oman• Dr. Oman liked the progress we had made. She clarified that the next Hardware review will be March 12 and require a nearly working machine. |
| 2:50pm to 3:30 pm | Discuss Action Items Last Week <ul style="list-style-type: none">• Discussion led by everyone• Randall told us we would be expecting the materials for building to get to use sometime past Wednesday.• We all discussed what we could do instead.• Randall and Jessie would work on Arduino• Noah, Wesley, and Brittney would work on Midpoint Presentation• Decide to also discuss final designs for heat exchanger |

Table 2. Tasks Assigned.

| Task | Person Assigned | Due Date | Date Complete |
|---|------------------------|-----------------|----------------------|
| Work on ideas for building a heat exchanger | All team members | 1/27/21 | |

Next formal meeting: 2/10/2021, Teams, at 2:30pm.

Meeting 2 Topic: Work on assigned content and discuss plans for build day further.

Date: Wednesday, February 10, 2021

Time: 2:30pm- 4:30pm

Location: Teams

Minutes recorded by Jessie

Meeting called by Terry Baxter

Attendees: All Group Members and Terry Baxter, Red Feather Group Client

Table 1. Record of meeting.

| | |
|----------------------|--|
| 2:30pm-4:30pm | Project Work and Plan day <ul style="list-style-type: none">• Discussion led by Jessie• Each of us begins working on assigned content.• Brittney discusses the new materials list and things we need to add.• Randall informs us of what's arrived and been ordered.• We all discuss more concrete ideas for our final design of the heating exchangers and realize we have some differing ideas. This leads to us deciding to talk more on Saturday. |
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Meeting 3 Topic: Building Session #2

Date: Saturday, January 30, 2021

Time: 11:00am- 2:30pm

Location: Home Depot, Jessie's apartment

Minutes recorded by _____ Jessie

Meeting called by _____ Jessie

Attendees: Randall Holgate, Jessie
Russell

Table 1. Record of meeting.

| | |
|----------------------------|---|
| 11:00 am-12:00 am | Meet at Jessie's home <ul style="list-style-type: none">• We discuss different methods for building the heat exchangers and designing the system to be effective and insulated.• We create a list of fittings that we need along with piping so we can start soldering.• Noah Works on the Auto CAD making the piping and tank more exact. |
| 12:00 pm to 2:30 pm | Home Depot Visit <ul style="list-style-type: none">• We go to Home Depot to search for insulation and Materials for the final design of the device• We buy several fittings needed for the piping related to the heat exchangers.• Noah finishes up designing the Auto CAD |
| 2:30 pm to 3:30 pm | Soldering Begins <ul style="list-style-type: none">• We begin fitting pieces together• We start soldering and it doesn't work very well. Even though we get some done we need more heat.• We plan for Randall and Brittney to come back on Monday with a mini blow torch to try more soldering. |

Next formal meeting: 2/13/21, Zoom, at 11:00am.