

MEETING MINUTES

Topic: Final presentation feedback, CAD, BOM, Demonstration

Date: 4-23-19

Time: 10:00 – 10:30 am

Location: Room 120

Minutes recorded by: Stephanie Y.

Meeting called by: Dr.Willy

Attendees: Laken Yargus, Zach Morrison, Stephanie Yazzie, Dillon Edlund, David Willy, Brandon Begay

Table 1. Record of meeting.

Time	Description	Location
10:00-10:05 am	Final Report <ul style="list-style-type: none">• Final functioning project → incorporate into final report• Where is the final design headed?• Update	Room 120
10:05-10:10 am	Demonstration Expectations <ul style="list-style-type: none">• Distance w/ultrasonic, magnets• Prototype of 1D model displaying something• Measurements:<ul style="list-style-type: none">• Displacement - w/ultrasonic• Force? – use a load cell → Amazon; ask Willy• Explore design with a cheaper load cell• Camera? Not guarantees until final results are displayed• Arduino number of sensors? →• Disk load cells → Amazon \$10• Incorporate standoffs → spacers and pins	Room 120
10:10-10:15 am	CAD/BOM Expectations <ul style="list-style-type: none">• Formal CAD package - Detailed BOM, part drawings, full dimensions with rendering BOM and ready to manufacture• Identify which things are not worked out yet• BOM – as detailed as possible, high end and low cost, <i>what is final version of prototype?</i>• BOM and budget are <i>different</i>	Room 120

Remaining minutes	Website Update, Final Peer Eval, Post Mortum <ul style="list-style-type: none"> Website check – password protection on minutes and agenda, meeting minutes on a new page and lock that page Post Mortum – formal assignment to be distributed 	Room 120
	Discussed Arduino kit and function of each part	

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Final Report w/ BOM and CAD	All	4/28	
Website check	Dillon – anyone else who can help	5/3	
Prototype	All	5/7-9	
Order load cell from Amazon	All		