

Meeting Minutes – Team Skidaddle

Location: Gauss Johnson Design Suite

Date: 7/16/2019

Time: 11:00 a.m.

Attendance

Adam Thurgood, Omar Ruiz, Saleh Alkhatami, Zach Hacker, Dr. Beyerlein

Agenda Items

1. Value Proposition
2. Design Review
3. Project Schedule Formatting
4. Wiki Site Updates

Previous Action Items

Item:	Assigned to:	Due by:
Adjust Project Schedule	Adam	7/12/2019
Email group for Design Review Schedule	Adam	7/12/2019
Email BRP letter to Zach L. for feedback	Omar	7/12/2019
Get BRP contact info from Steve G.	Adam	7/12/2019
Assemble Stock CAD sub-assemblies	All	7/15/2019
- Model Rear Shock, bracket	Omar	7/15/2019
- Model Rear Shock large idler wheels	Adam	7/15/2019
Research Belt/Drives specs for up to 5000RPM & 500 ft-lbs.	Saleh	7/15/2019
Draft Value Propositions	All	7/15/2019

Additional Notes

Other Design Reviews: Today @2pm - Multi-Rotor Drone

Monday @11:30 – Goat Stands

Tuesday @11:30 – Marching Band Triangles

Tuesday @12:30 – Robot Assembly

Design Review Details:

Goal of what each concept design should have: Vendor info, Cost, Size, Weight, Belts, Tensioners CAD Model?

Need a Slide Order by next Tuesday. Will there be a decision matrix?

New Action Items

Item:	Assigned to:	Due by:
Schedule Design Review	Adam	07/16/2019
CDR: HydroStat – Find CAD picture from previous team	Omar	07/16/2019
CDR: Single Rear Drive – Estimate costs, weights of belts, tensioners	Adam	07/18/2019
CDR: Dual Rear Drive – Estimate costs, weights of belts, tensioners	Saleh	07/18/2019
CDR: EPT – Estimates costs, weights, sizes of components	Adam	07/18/2019
CDR: HydroStat – Estimate costs, weights, sizes of components	Omar	07/19/2019
CDR Slide Order: 1 st Iteration	Omar	07/19/2019
CDR: EPT – Rough size/block CAD Model	Adam	07/19/2019
CDR: Single Rear Drive – Concept CAD Model	Adam	07/19/2019
CDR: Dual Rear Drive – Concept CAD Model	Saleh	07/19/2019
Structure Wiki for CDR: Add spec columns to Concept Design table	Omar	07/22/2019
Details, Graphics of Concepts on Wiki-site and PPT Slides	All	07/22/2019
Create decision matrix for CDR	All	07/23/2019