

## Team Meeting Agenda

Marching Band Triangles

Date: 6/12/2019

Time: 1:30 p.m.

LOCATION: Gauss- Johnson Engineering Building

### Old Business

- Come up with a team name
- Generate ideas for handle and bag

### New Business

- Generate ideas for handle and bag
- Complete Team contract

## Team Meeting Agenda

Marching Band Triangles

Date: 6/13/2019

Time: 11:30 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Generate ideas for handle and bag
- Complete Team contract

### New Business

- Complete the Budget Estimate
- Design a sketch of product
- Generate questions to ask Dr. Rinker

## Team Meeting Agenda

Marching Band Triangles

Date: 6/18/2019

Time: 1:30 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Complete the Budget Estimate
- Design a sketch of product
- Generate questions to ask Dr. Rinker

### New Business

- Get a quote for the rebar
- Build a prototype of handle
- Discuss pros and cons of handle with Dr. Rinker

## Team Meeting Agenda

Marching Band Triangles

Date: 6/21/2019

Time: 11:30 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Get a quote for the rebar
- Build a prototype of handle
- Discuss pros and cons of handle with Dr. Rinker

### New Business

- Complete Project Requirements
- Make adjustments on design after meeting with Dr. Rinker

## Team Meeting Agenda

Marching Band Triangles

Date: 6/24/2019

Time: 12:30 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Complete Project Requirements
- Make adjustments on design after meeting with Dr. Rinker

### New Business

- Assign a Wiki Master
- Assign a team member that is responsible for purchasing

## Team Meeting Agenda

Marching Band Triangles

Date: 6/25/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Assign a Wiki Master
- Assign a team member that is responsible for purchasing

### New Business

- Start the Project Schedule
- Start purchasing materials
- Plan to start manufacturing

## Team Meeting Agenda

Marching Band Triangles

Date: 6/26/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Start the Project Schedule
- Start purchasing materials
- Plan to start manufacturing

### New Business

- Meeting with Dr. Rinker and Nancy
- Make our first triangle prototype
- Purchase materials

## Team Meeting Agenda

Marching Band Triangles

Date: 6/27/2019

Time: 01:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Meeting with Dr. Rinker and Nancy
- Make our first triangle prototype
- Purchase materials

### New Business

- Design a new jig
- Make adjustments on handle design

## Team Meeting Agenda

Marching Band Triangles

Date: 6/28/2019

Time: 12:30 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Design a new jig
- Make adjustments on handle design

### New Business

- Meet with Selso to discuss the new jig design
- Start on the portfolio

## Team Meeting Agenda

Marching Band Triangles

Date: 7/1/2019

Time: 2:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Meet with Selso to discuss the new jig design
- Start on the portfolio

### New Business

- Make another jig design
- Modified the handle design

## Team Meeting Agenda

Marching Band Triangles

Date: 7/2/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Make another jig design
- Modified the handle design

### New Business

- Meet with Dr. Swanson and Dr. Rinker
- Confirm the new jig
- Try a new triangle

## Team Meeting Agenda

Marching Band Triangles

Date: 7/3/2019

Time: 1:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Meet with Dr. Swanson and Dr. Rinker
- Confirm the new jig
- Try a new triangle

### New Business

- Weld the new design of the jig to the old jig
- Make adjustments on handle design after meeting Dr. Rinker and Swanson

## Team Meeting Agenda

Marching Band Triangles

Date: 7/8/2019

Time: 1:30:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Weld the new design of the jig to the old jig
- Make adjustments on handle design after meeting Dr. Rinker and Swanson

### New Business

- Test the modified jig
- Laser cut the modified design for the handle
- Meet with Chelsey to talk about pouches

## Team Meeting Agenda

Marching Band Triangles

Date: 7/9/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Test the modified jig
- Laser cut the modified design for the handle
- Meet with Chelsey to talk about pouches

### New Business

- Propose the modified design of the handle and the jig to Dr. Swanson
- Get feedback on modified handle design
- Work on Portfolio after Dr. Swanson feedback

## Team Meeting Agenda

Marching Band Triangles

Date: 7/10/2019

Time: 11:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Propose the modified design of the handle and the jig to Dr. Swanson
- Get feedback on modified handle design
- Work on Portfolio after Dr. Swanson feedback

### New Business

- Come up with a new jig design
- Laser cut a modified handle and bring it to the Design Review
- Prepare for Design Review

## Team Meeting Agenda

Marching Band Triangles

Date: 7/11/2019

Time: 11:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Come up with a new jig design
- Laser cut a modified handle and bring it to the Design Review
- Prepare for Design Review

### New Business

- Final touches on Design Review PowerPoint
- Meet Tadd for CNC plasma cut, cut metal for the new jig design
- Assemble new jig
- Test the new jig



## Team Meeting Agenda

### Marching Band Triangles

Date: 7/12/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

## Old Business

- Final touches on Design Review PowerPoint
- Meet Tadd for CNC plasma cut, cut metal for the new jig design
- Assemble new jig
- Test the new jig

## New Business

- Meet Chelsey for the prototype pouch

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/15/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

## Old Business

- Meet Chelsey for the prototype pouch

## New Business

- Meet to prepare for meeting with Dr. Swanson tomorrow
- Come up with ideas to validate the new jig design
- Meeting with a marching band member

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/16/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Meet to prepare for meeting with Dr. Swanson tomorrow
- Come up with ideas to validate the new jig design
- Meeting with a marching band member

### New Business

- Discuss progress with Dr. Swanson
- Pick a length for the triangle
- Update drawings

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/17/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Discuss progress with Dr. Swanson
- Pick a length for the triangle
- Update drawings

### New Business

- Work on fixing the jig
- Make triangles to test the jig
- Get into 2 teams of 2 to speed up the triangle production

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/18/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

## Old Business

- Work on fixing the jig
- Make triangles to test the jig
- Get into 2 teams of 2 to speed up the triangle production

## New Business

- Meeting with Dr. Swanson to discuss the progress of the project
- The new jig consist of a fins at 60 degrees angle
- Work on Design Value Proposition

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/22/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

## Old Business

- Meeting with Dr. Swanson to discuss the progress of the project
- The new jig consist of a fins at 60 degrees angle

## New Business

- Bryce and Brock Bend triangles in the morning until 11:30 am
- Abdullah and Faris take over at 12:30 p.m.
- We fixed the threads because they were worn out

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/23/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Bryce and Brock Bend triangles in the morning until 11:30 am
- Abdullah and Faris take over at 12:30 p.m.
- We fixed the threads because they were worn out

### New Business

- Meeting with Dr. Swanson to discuss the progress of the project
- Ask to meet Chelsey for the pouches
- Update drawings
- The jig was fractured so we asked Bill to fix it

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/24/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Meeting with Dr. Swanson to discuss the progress of the project
- Ask to meet Chelsey for the pouches
- Update drawings

### New Business

- Bryce and Brock worked on bending more triangles
- Faris and Abdullah worked on bending more triangles
- Our goal is to reach 85 triangles by the end of the day

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/25/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Bryce and Brock worked on bending more triangles
- Faris and Abdullah worked on bending more triangles
- Our goal is to reach 85 triangles by the end of the day

### New Business

- Work on portfolio
- Work on the Snapshot requirements
- Bend triangles

## Team Meeting Agenda

### Marching Band Triangles

Date: 7/29/2019

Time: 1:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Work on portfolio
- Work on the Snapshot requirements
- Bend triangles

### New Business

- Worked on the portfolio

## Team Meeting Agenda

Marching Band Triangles

Date: 7/30/2019

Time: 12:00 p.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

- Worked on the portfolio

### New Business

- Meeting with Spenser
- Meeting with Dr. Swanson
- Meeting with Chelsey for the pouches
- Cut the metal dowel rod
- Update portfolio and drawings

## Team Meeting Agenda

Marching Band Triangles

Date: 7/31/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

### New Business

## Team Meeting Agenda

Marching Band Triangles

Date: 8/1/2019

Time: 11:00 a.m.

LOCATION: Gauss- Johnson Engineering Building (Senior Suite)

### Old Business

### New Business