

# Meeting Minutes

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**Date:** March 22, 2016

**Time:** 5:00 PM

**Location:** BEL 11

**Participants:** Bruno Loza

Khalid Alotaibi

Dr. Johnson

Will Parker

Dr. Li

Nikhil Pai

**Purpose of meeting:** Building final design

**Agenda items:**

- Scheduling shop time
  - Will is going to talk to John Thompson about laser cutter
  - Panel mount under AVR
  - Next Monday?
- Refund approved
  - Arriving over next week
- Battery charger
  - Requirements: 12-V, small enough, panel mounted
  - Check Tri-state, Wal-mart, Spensers, Autozone, O'reilly (Khalid)
- Video for Wiki page
  - Need improved video
- Label for Panel
  - Will is going to ask JJ
  - Flash logo engraved on panel?
- RTDS
  - Bruno is meeting with Andy about pu-SI conversion

**Action Items:**

- Khalid
  - Battery charger
- Bruno
  - Meeting minutes
  - RTDS meeting with Andy
- Will
  - Shop time scheduling

**Future Meeting Date:** 3/29/16 5 PM