

PROJECT MEETING MINUTES

Project Group: Three Phase

Project Title: Excitation Control for Synch Generator

Meeting Objective: Initiate planning and identify project learning.

Date: 09/23/2014

Time: 1:30 PM

Location: GJL 218

Facilitator: Jacob Nelson

Minutes: Kerri McGinty

Preparation Requirements:

1. Please Bring: Logbooks

AGENDA ITEMS

1. Old Business:
 - a) Approve meeting minutes from 9/19/2014
 - b) Discussion with possible action regarding project budget.
 - Will discuss after the client meeting
 - c) Discussion with possible action regarding client interview/meeting.
 - Carlos will type up the questions and send them to Norman and Fred. Fred is available for meetings any day after 5:30pm
2. Begin working on the team portfolio.
 - Reviewed with Feng Li
3. Discuss project learning
 - a) Converters
 - b) Exciters
 - Decided we will use a static exciter
4. Agenda items for next meeting.
5. Schedule next meeting. Date: 9/25 Time: 4:00 Location: 219
6. Additional Comments:
7. Adjourn: Time 1:57

Meeting Attendees:

Jacob
Kerri
Carlos
Feng

Minutes Approval:

