

# Meeting Minutes

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**Date:** April 5, 2016      **Time:** 5:00 PM      **Location:** BEL 11  
**Participants:** Bruno Loza      Khalid Alotaibi      Dr. Johnson  
                         Will Parker      Nikhil Pai      Dr. Li

**Purpose of meeting:** Final design update

**Agenda items:**

- System parameter testing
  - Check with Mike about missing excel files
  - Meets w/ Dr. Fischer Friday @ 4:30 PM
- RTDS
  - AVR tweaks
  - IF\_max : Limiting terminal voltage to 107-V
- System board
  - Will is going to talk to several ME's
  - ¼" to ½" thick
  - Plastic
  - Long-term durability
  - Possibly a cutting board?
- Poster board
  - \$60-\$120 when ordered in advance (laminated)
- Laser cutter
  - Physics department @ SEL?
- Final design build schedule
  - Meeting on Monday
- Presentation @ SEL?
  - Nikhil will talk to Fred about interest
  - Preference for after EXPO
- EXPO
  - April 29th
  - 15 min. Presentation, before noon
- Next general session
  - In 2 weeks
  - EXPO and deliverables
- Final paper
  - Use for North American Power Symposium
  - IEEE format (6 pg. limit)

**Action Items:**

- Khalid
  - Rough draft for EXPO poster

- Bruno
  - Meeting minutes
  - System parameter tests check with Mike
- Will
  - Find system board

**Future Meeting Date:** 4/12/16 5 PM