

Week 3 Meeting Minutes

Wednesday, September 11, 2024 11:05 AM

Group meeting overview:

The required meeting for Week 3 occurred on September the 11th, 2024 after the lecture section that day. During this meeting the group took the time to address any concerns for the upcoming week.

Attendance:

There was full team attendance during this meeting, and communication was maintained so that all members of the group had an equal say in group decisions.

Updates:

- Signoffs are being completed, some parts have arrived but not digging too much into them yet, looking more into prototype/ideal solutions

Notes:

This meeting was spent looking back into different details of the signoffs to jog their memory from over the summer break. Each member was reminded of upcoming due dates.

Group Assignments

- Adam- waiting for parts to arrive to begin testing
- Allen - Just working on my prototype for the housing.
- Colby - I'm current working on building my subsystem prototype
- Tyler - I created and printed the first draft of my components housing. Also, working on a order form for wire and screws for housings.
- JT - Continued development and testing on image processing algorithm. Ran into dependency error when porting it to a live machine instead of a virtual box; will work to resolve. Got signed off on the head on position sensor.
- Jonah – iterating through final signoff

Planned Tasks going forward:

- Each member was asked to monitor the Teams chat for any updates
- Each member complete or look over their Detailed Design document
- Complete BOMs as neccessary

Takeaways/Quick Bullet points:

- Monitor Teams for updates
- Work on the Detailed Design document/BOMs

