

Group Meeting
 AITC Stromlo
 Chair: Alex
 Secretary: Chris
Summary:

Friday 8th of September

Delegation of tasks

Actionable Items:

- B – electronics and communication documentation
- S – air quality management
- P – air quality management + latex file for concept design report
- A – CAD two tier frame
- C – concept design report

Attendance:

Alex (A), Steve (S), Paul (P), Brian (B), Chris (C)

Apologies:

Wenjie (W) – Melbourne, Gerard (G) – Term break

Agenda:

Item	Discussion	Actions + Responsibilities
Meeting Open	9:10	
Team update	S: Left charger at home and is crying	
Project update:	A: FEA and a change to the diagram S: Jokes about frame being very sturdy enough to lift telescope	
Task Delegation	<p>S: Air quality system hasn't been designed. Air filters on the side and a fan blowing out. Needs fresh air and duct it in A: Non-dusty? S: Fresh. Non-dusty A: Too much air flow can be a problem? James said that? S: Nope. Could be a slow air flow A: Once the dust is out it's easier to keep it clean with the air in S: Continue with that and routing of cables for mounting options</p> <p>A: Finish conceptual model for 2-tier frame. P: One have to be in line with the throughput in telescope A: bottom level of thing</p> <p>P: Same as Steve</p> <p>B: Not sure what he could do now. Cause electrical design is limited.</p>	Brian will write about electronics and communications progress, Alex will do stuff on the CAD design finalisation, Paul will make Latex file for final CoDR file, and working with Steve on air quality management, Chris will work on the conceptual design report

	<p>So can I do anything on documentation?</p> <p>A: Do you need to talk to someone?</p> <p>B: If James is here than I need to talk to him. Otherwise documentation for the repo.</p> <p>A: Documentation of what you have done so far. Plan it out.</p> <p>C: Work on design template</p> <p>P: Make Latex template</p> <p>C: Subsystem section in report verification with team</p> <p>A: Take off top level and keep it as structural conceptual design, vibration reduction, temperature air quality cooling systems, interior configuration and logistics, electronics and communications</p> <p>C:</p>	
Audit Feedback	<p>A: Did everyone review?</p> <p>S: Some of it wasn't useful</p>	
	S+A: Go Team (little enthusiasm)	
Meeting Close	9:22am	