Client Meeting Friday 18th of August
AITC
Chair: Celine/Alex
Secretary: Chris

Summary:

Client updated on progress, questions and queries answered, weekly meeting time agreed upon

Actionable Items:

- Set up meeting with Celine and James to consolidate ANU laser space requirement on breadboard
- Meet with Mark to discuss frame material budget
- Consolidate a list of questions for meeting with James
- Weekly client meeting time Friday 2pm (unless otherwise changed)

Attendance:

Celine D'Orgeville (CD), Alex (A), Steve (S), Chris Leow (CL), Paul (P), Brian (B), Wen Jie (W)

Agenda:

Item	Discussion	Actions + Responsibilities
Open Meeting	2:08pm	
Client Update	S: Huge SSS document update. Removal of third laser. Changing heat and environmental changed CD: Approved S+P: Conflicting requirements. Air quality is no longer an issue (TBC) and humidity P: List of questions to ask who regarding what area and SSS CD: Talk to James Webb re: his laser, but mine will be in a box, air quality is required but is outside of the scope S: Splitting up the requirements into areas. Vibrations – building on top of previous groups and finding changed CD: These are moving targets I'm afraid W: Are these requirements the same? CD: Nothing has changed for the ANU laser. I expect progress in the next couple of months. Prepare next questions that need answering and I will give them to the build team and they can give indications. Not under contract so can't push for that. S: Estimated timeline? CD: Not sure so stopped giving a timeline	

	W: Static charge example CD: Electrical components on the bench. Electrical charge discharges with sensitive equipment is an issue. Creating current flow and safety S: Mat on the floor B: will the ANU laser CD: Laser will have to work in the temperature range in the telescope A+CL: Mounting of the laser conceptual design. If the ANU, or EOS laser is first. Conceptual designs for all cases is ok. Talked to Mark (Mechanical Engineer EOS) and described the truss frame structure. Mount EOS and fit ANU around. CL: avoid re-directing beams? CD: Recommendations. Should minimum always have the central breadboard because of the BTO. Optical components to fold the beam should be kept to a minimum. The more number of components the greater the sources of error, due to beam transmission through mirror, instrumentation and vibrational S: budget requirements? Carbon fibre frame CD: Two answers cause of two lasers. Mounting EOS laser bid for EOS, ANU open to negotiations. Piggy back on EOS approach. S: Can you need to uninstall ANU laser and reinstall CD: Acceptable. Not time constraint. EOS laser is a hard deadline as there are SERC projects. Priority to EOS laser S: are the CAD models less important cause EOS are using it CD: Preliminary design so not everything has to be designed. So,	

	if you decide to put it through the cable wrap, but you don't need to know the layout and the connectors. I don't expect you to S: Do we need to update the CAD models the last group left us? A: No structure supporting it done by the previous group CD: Mark has all the files A: subject to change cause it's lighter and more holes can be drilled into the mounting plate. Up to you to put into the CAD models. Concept that is pretty solid so that it can be used in the future. CAD can be done by EOS or the next group. A: Might need to talk to James Webb. Assume there is no space in ANU one if they consolidate into 2 breadboards. CD: Simplify it would be preferable to have space with the ANU laser. Bring me into the room to discuss with James the space for the ANU laser and consolidate the requirement. A: Support structure will be in the lab until moved there CD: plan for that until we hear otherwise. Most likely is the EOS laser is first. Concentrate on the most likely scenario first and the ANU laser second. Preliminary design for the recommended option and the most probable option. Strategies in place for the alternative situations.	
	CD: Identification of the shared work. S: Areas that we were splitting it up to and the workload changes per area. So, we assign roles to different parts by the end of the day.	

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	W: Theoretical plan. Some areas will be bigger than other ones.	
	CD: Audit next week? A: Chris Browne's email was poorly worded. So, it's Monday week after next. CD: Talk about it next week	
	S: Meeting's every week? CD: I would like to meet every week. Otherwise, an update would be nice. Set a possible standard time and rearrange accordingly. Early afternoon would be good for me. 2pm every Friday and will be notify all parties if not possible.	
Meeting Close	2:31pm	