

Meeting Date	March 29, 2014		
Meeting Place	SSRL	Leader	Nate Richard
Minutes Date	March 29, 2014	Participants	Tom Moline, Maxwell Polley, Casey Smith, Nate Richard

Description	Action	Due Date
Introduction:		
This meeting serves to overview the Requirements Verification Matrix (RVM) that has been created for the Rascal Secondary Spacecraft. This document provides an overview of the requirements that will be imposed on spacecraft design, as well as specifies performance criteria for which it must satisfy.		
Spacecraft Overview:		
Currently, the secondary spacecraft, nor the primary, require the need to dock. Only a separation mechanism is necessary. Otherwise, the RVM specifies the requirements that the secondary spacecraft must meet, thus determining the subsystems necessary for its design.		
RVM Overview:		
Otherwise, the RVM is organized in such a way that top level requirements are listed at the top of the matrix. These top-level requirements include integrating into a 6U dispenser, providing systems for a two week lifetime, etc.		
All other requirements are derived from these top-level requirements.		
The RVM will be sent out to all of the Secondary Team members.	Send out RVM to Secondary Team (TAM)	03/29/2014
Most important requirements are related to maintaining a two week lifetime, as well as limiting the initial separation velocity and rotation between the primary and secondary spacecraft.		
Action Items:		
Program Manager needs to send out messages to Secondary Team leads to organize weekly meetings.	Contact team leads for weekly meetings (NJR)	03/29/2014



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Structures Team: need to review previous skeleton design and provide updated mechanical drawing that conforms to 3U CubeSat Design Specification.	Deliver mechanical drawing of skeleton that conforms to 3U specification (CB)	04/01/2014
ADC Team: determine preliminary methods of mitigating tumble rate after separation.	Provide list of tumbling mitigation techniques (KC)	04/01/2014
COM Team: determine components necessary to meet communication goals listed in RVM	Provide list of components necessary to power on and off visual aids (NJR)	04/01/2014
PWR Team: develop power budget that specifies the number of batteries necessary to achieve mission goals	Produce power budget and volume allocation (AH)	04/01/2014