**Team Members**

Azamat Truscott

Riley Grant

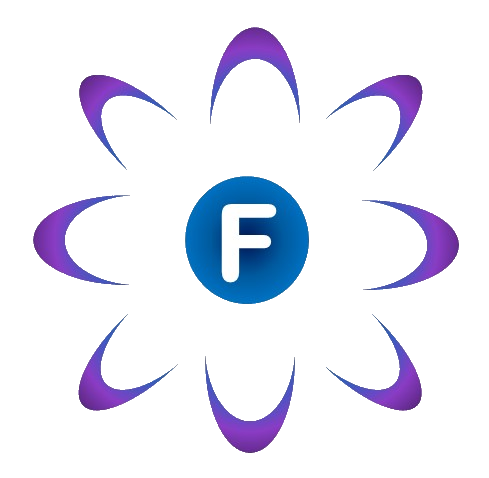
Mike Thomas

Matt Gurney

Matthew Dick

Daniel Poulson

**Meeting Minutes**



**Fusion**

1. Document Purpose

This document details the meeting minutes of (Team) Fusion’s weekly meetings.

This meeting was held in the in the following location at the following time:

|  |  |
| --- | --- |
| **Location** | **Time** |
| Wolfson Building, Room T1.38 | 13:30 – 14:00 |

The meeting consisted of the following attendees:

|  |
| --- |
| **Attendees** |
| Azamat Truscott |
| Riley Grant |
| Mike Thomas |
| Matt Gurney |
| Matthew Dick |
| Daniel Poulson |

The meeting consisted of the following apologies:

|  |
| --- |
| **Apologies** |
| None |

1. Meeting Minutes

An outstanding action of the previous meeting (held on Microsoft Teams on Thursday 8th October 2020) was to create an “Introductory Video”.

The meeting commenced with each team member being filmed introducing Team Fusion, themselves and their degree discipline.

Following this, the main points of discussion of this meeting was a brainstorm into potential sensors. These were shortlisted into the following sensor-types:

* A sensor system measuring Temperature at different points on campus
* A sensor system measuring the amount of leaves on railway tracks – this came about after a team-member’s experience of train delays due to environmental factors during their previous commutes.
* A sensor system measuring Air Traffic over housing areas near large airports.
* A sensor system measuring Traffic noise around campus
* A sensor system measuring Air quality around different parts of Loughborough University Campus, and areas within Loughborough Town.
* A sensor system measuring “footfall” – over time establishing which routes around the Loughborough University Campus are most frequently used.
* A sensor system measuring light pollution around the Loughborough University Campus, and Loughborough Town over time – establishing how the two areas within Loughborough are affected during both University term-time and on holidays.

This brainstorm led to a general theme of Team Fusion’s sensor network of – “How Loughborough is environmentally affected by the influx of students during term time”, with the environmental aspects consisting of “Footfall”, “Air Quality”, “Traffic Noise” and “Light Pollution”.

Further to this, the physical aspects of our network was discussed:

* Installation Location – where the team has discussed the following potential locations of fitting the sensors outdoors.

Such locations included:

* + The fitment to trees, lampposts and fencing
  + Attaching the sensors to windowsills of Halls of Residences (to obtain on-campus measurements), and the windowsills of members’ own houses (to obtain In-Town measurements)
  + Placing the sensors in discrete (out-of-the-way) areas of the campus – such as within shrubbery and bushes.

Furthermore, maintenance of the sensors was discussed. As our network is currently to obtain environmental measurements, it will be exposed to environmental elements, such as wind and rain.

It was suggested that our sensors are to potentially be housed in IP-Rated Junction Boxes.

These Junction Boxes will be tailored to each sensor, ensuring that their functionality isn’t compromised.

Finally, the team has stated that the “Agile” project-management framework is to be utilised in the development of our network.

The Agile framework was suggested due to its versatility in developing, testing and progressing our network, and its back-end software.

1. Meeting Actions

The meeting ended with the following list of Actions:

|  |  |
| --- | --- |
| **Actions** | **Time** |
| Creation of Gantt Chart | Azamat Truscott |
| Research similar sensor-types to those mentioned in Section 2. | Matthew Dick  Daniel Poulson  Matt Gurney |
| Creation of System Architecture of proposed Network as mentioned in Section 2 | Riley Grant  Mike Thomas |

***End of Document***