20XX-XX-XX meeting

Type: board meeting

Meeting time: 19:00 -

Objectives:

* Present the timeline for the phases 0 and A (3’)
* Present how Concurrent Engineering will be implemented (IDM training, iterations) (10’)
* Present the project advancements within each subsystem (5’ per SS -> 40’)
* Present each subsystem’s objectives and future work to be done (see above)

Information to give:

* They have to be autonomous
* Subsystem meetings shall be set in order to comply with the iteration deadlines (once every two weeks an iteration review is organized)

--------- Report --------

Number of people:

|  |  |
| --- | --- |
| Subsystem | Subsystem referent(s) |
| Structure | Cassagne (+ Dawid?) |
| Thermal | Johan |
| ADCS | Paula |
| Payload | Javier / (Félix?) |
| Power | Aly / Damien? |
| Mission Analysis | Niels + ?? |
| Systems engineering | All members |
| OBDH | Niels |
| Communications | Vishal (+ Clément) |