

Meeting #7

Date: 10/1/19

Time: 5:30-X:00 PM

Location: SBS

Agenda:

- Decide and delegate tasks for Thursday meeting
- Email Ben and the last year's Aero guy
- Figure out how to spend money
- Alex foam

Class Notes:

Self learning Friday

Presentation next week

- Description
 - Decomp
 - Black box
- Generation
 - List
 - Description of process
- Evaluation
- Other stuff
- Note: Must trade off intro, budget, schedule

Prelim Report due in 2 weeks (on friday)

Website check in 4 weeks

- Need actual website
- Must have 4 tabs
 - Home/Project
 - Documents
 - Gallery
 - Team
- Info on client/sponsor
- *make sure it opens right on different browsers, screen sizes...*

Time Cards

- See instructions in doc
- Submitted weekly (just the semester summary)

Final Proposal Template Updated

- Risk Analysis: FMEA, Trade Off Analysis
- Standards, Codes, Regulations
 - ASME Drawing standards must be listed (And used)

- ASTM Testing Standards recommended

Team Update:

- Research/Advisement
- Balls
- Prop
- Concept Gen/prototype

Meeting Notes:

- Nate will figure out how to spend money
 - Has idea about an SAE Aero bank account
- Get designs by Thursday
 - Alex will do wing stuff
 - Chris will do aerodynamics, wing shapes
 - Nate does landing
 - Jacob does tail
 - Everyone does team name (or also airplane name)
 - Everyone does cabin design
- Nate (and Alex) will look at website

Action Items:

- **Nate will figure out how to spend money**
- **Review alex's email by thursday**
- **Bring Nate the receipt, Chris**
- **Jacob send Alex some cabins by Thursday**
- **Move everything to 98C this week**
- **Jacob put in Drawing files into SL1**
- **Assign slides on thursday**
- **SAE membership thursday?**

Next Meeting: 10/3/19, 5:30 @EGR