**Meeting Minutes 9/13/2012**

* Project Requirements / Constraints Summary
  + Contest Deliverables: <http://www.nianet.org/RoboOps-2013/Program-Overview/Final-Paper-Guidelines.aspx>
  + Rover Design Guidelines: <http://www.nianet.org/RoboOps-2013/images/2013-Planetary-Rover-Design-Requirements.aspx>
  + Mechanical Design Requirements and Goals
    - Robot Size
      * Required:1mx1mx.5m max
    - Robot Weight
      * Required: 45kg max Desired: ?
    - Leg loading
      * Required:45kg+rocks (minimum) Desired: 150kg
    - Storage Capacity
      * Required:5 rocks Desired: 30 rocks
    - Ride height
      * Required:10 cm max obstacle size
    - Arm/Gripper Requirements
      * Rock Size
        + 2-8cm
      * Rock Weight
        + 20-150g
      * Terrain Grade
        + 33% max up/down slope
        + Flat sand
    - Robot Construction
      * Water resistance
        + Must withstand light rain
      * Required: solid underbelly Desired: Fully enclosed robot
  + Electronic and Control Requirements and Goals
    - Battery Life
      * Required: 1 hour Desired:2 hours
      * 3G interface
      * Cameras
        + Required:2 Megapixel for color differentiation
        + Desired:5 Megapixel
      * Leg Control (Buehler Clock)
      * Arm Control
      * Water resistance
      * GUI/User Interface
      * Video Streaming
      * Dynamic Error Correction
        + Compensation of 1-2 broken legs
* Logistics
  + Establishment of Tentative Meeting Schedule
    - 8:00-9:00 am Monday – Weekly Planning meeting
    - 6:30 pm -open Wednesday
    - 5:30 pm -open Thursday
    - 3:00-4:00 Monday (Bi-Weekly meeting with Dr. Frank)
    - 2:40-3:00 pm Tuesday – (Bi-Weekly meeting with Dr. Amin)
    - Need to establish meeting time with Dr. Roberts, time proposed him is during ME Senior Design (action item: Matt)
    - Meeting with Dr. Clark will likely be frequent/informal, may establish regular meeting time if necessary
  + Establishment of Team Member Roles
    - Team Leader – Daniel
      * + Establishing brief meeting agendas for formal team meetings and keeping the meeting true to the agenda and allotted timeframe
        + Interaction with Dr. Clark
        + Assigning agreed-upon and updating Asana
    - Treasurer – Parker
      * + Submitting and tracking purchase orders
        + Seeking educational discounts from vendors
        + Tracking all expenses and managing the budget
    - Historian – Jason
      * + Documenting team activities and progress with pictures and video
        + Managing creation of competition videos
        + Creating and maintaining a team Instagram account to increase social medial presence
    - Scheduling – Myles
      * + Meeting minutes
        + Meeting reminders and updates via text message
        + Coordinating meeting times and requirements with advisors
        + Establishment and maintenance of Google Calendar
    - Outreach Organizer – Matt
      * + Coordinate team outreach strategy and interact with interested parties
        + All team members will participate in outreach activities
    - Webmaster – Ricardo
      * + Set up and maintain Senior Design webpage
* Design Decisions
  + Robot will be of a 6-legged configuration
    - Aspect ratio of robot will mimic existing STRIDE lab design practice, namely the XRL robot
  + Arm configuration will be brainstormed at Mondays meeting
  + Motors and gearboxes will come from last years hexcavator
* Action items
  + Dan – Send motor specs to EEs, measure XRL A/R, Get hexcavator ProE files
  + EEs – Look for possible motor controllers pending motor information
  + Team – Sent desired agenda items to Dan for Monday meeting