**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