[Action Items Task Sheet](#)
[Link to Agenda](#)

Meeting Minutes
- Upload meeting minutes
- The person taking minutes shall post a copy of the meeting minutes within 24 hours of the end of the meeting.
- The meeting minutes will include a summary of the progress reported at the meeting by each team member, and notes on other items discussed.

Annah-Marie printed our agenda and timeline for the meeting so we can go over how viable our timeline seems to Professor Schafer.
Discussed sensors and how quickly they arrive - Digikey is not as fast with shipping compared to the alternative (Mouser) that Professor Schafer gave - Amazon (breakout boards - designed for specific footprints)

For Design Review 2 - we do not need a board with everything integrated - just needs to show that each sensor is able to carry out the task correctly and solves the issue presented
Need to be able to show we can translate in non-RF across the room - does not need to be fully fleshed out, just proof of concept.

Feedback we got at the end of the semester:
"Extending battery life" - sleeping the processor, ideally extending life past 2 weeks (where plugging into outlet is not viable)

Cableless communication between rooms and to central UI/computer - not necessarily fully cableless but rather utilising existing connections instead of adding them. (ethernet?)

Packaging/Housing for these using - tentatively decided on 3D printing the housing, need to think about the packaging when looking at the board design

Optical Communication Protocol - look at existing standards instead of trying to reinvent a solution - Point to Point
Ability to check if other sensors are transmitting - can we find a solution without adding a receiving sensor to each transmitter?

What are we planning for next week:
  - Experiment with different optical components for communication system
    - Design associated amplification circuitry on breadboard
  - Develop a test plan for sensor calibration

- Order and test sensors - ensure resolution, accuracy, and speed are satisfactory
- Wired serial communication protocols to use (move to next week?)