Team: House Rules

Date: Monday, February 7, 2011

Place: SR 110

Leader: Christina Powers

Minutes: Paul Scanlon

**Week 3 Meeting Agenda**

* Mechanical System – 10 minutes
	+ Done:
		- Received parts for one belt and two pulleys for y-axis
		- Drilled holes into two of four metal brackets – drill stopped working and Natalie is looking into getting a new drill bit
		- Assembled one pulley
		- Tom has been in communication with third party consultant concerning material selection and drawer slide options
		- Ordered parts for second y-axis and x-axis – 4 pulleys, 2 belts, 8 brackets, 8 bearings, and 8 collars
	+ To do:
		- Need new drill bit so we can drill through the rest of the metal brackets to assemble pulleys
		- Decide what is going to move on the x-axis
			* Waiting to hear back from third party on options and possibility of using a drawer slide here
		- Mounting between slides and crossbeam needs additional screws
* Software – 10 minutes
	+ Progress update
	+ Demo
* Plan for upcoming week – 5 minutes
	+ Mechanical System:
		- Receive all the parts for the 2 additional belts
		- Assemble pulleys
		- Drill through brackets
		- Attach pulleys and belts to table
* Questions/Comments – 5 minutes