**VIKotics Meeting**

Date: Jan 21st, 2025 - 3:30 – 4:15 PM Location: Robotics Lab, GPHS

**Attendees:** Bryen Warren, Cora Link, Gage Adams, Alessandro Francavilla, Bradley Banks, Ethan Lawson, Spaulding Vulliet, Gavin Anderson, Bradyn Arndt, Levi Pickron, Nathan Cloninger

**Mentors:** Robert Lopez, Jr., Bob Brown, Don Schaffer, Alisa Vulliet, Quentin Lynch

**Purpose:** To discuss status of 2025 Robot build and business tasks, reminders for shop/lab tool cleanup and other important items of discussion.

1. **Reminders:**
	1. Shop and Lab tool cleanup - Please remember to clean up after using shop and lab tools. I found several occurrences in both the shop and lab.
	2. Safety Rules: You may not operate any power tools or machinery without training. Mentors or senior team members will provide any necessary training. Safety glasses are always to be worn when using power tools and machinery.
	3. Code of Conduct (CoC): There are three CoCs which all team members must adhere to and follow.
		1. VIKotics CoC: Needs to be read, reviewed and signed by team members and parents then turned into Mr. Lopez. Note this is done for every competition season.
		2. Student’s school CoC
		3. FRC CoC: This is published on the FIRSTInspires.org website and may be found here: <https://www.first.org/about/policies/code-of-conduct>
	4. Remember to Accept the team invitation on your FIRST Inspires account. You will have to then input your parent/guardian information (email, phone #, etc.). Your parent/guardian will then need to go into their FIRST Inspires account and approve the Consent & Release form. **Please complete by mid-February**.
2. **Robot Build Status Updates**
	1. Business:
		1. Shirt Design has been submitted to Moscow Apparel and they have responded with first article designs given our submitted files.
		2. Team sizes have been gathered yet we still need to get sizes and numbers for shirts for family and friends.
		3. Button Design is completed. We have confirmed we have materials to construct buttons. Next, we need to communicate with Mr. Gehring on printing button designs so we may put these together.
		4. Metal Fabrication (Mr. Matt Murphy) was sent an email to confirm sponsorship. We have not heard back yet.
		5. Meals are covered through the end of January 2025. We are working to confirm the remaining weeks of the build period.
		6. Lower Priority Items are:
			1. Team Sweatshirts,
			2. Baseball caps (ordered from Moscow Apparel by Mr. Lopez),
			3. Rubber wrist bands,
			4. Finalization of Business & Marketing set up for the robot pit. Basically, it consists of the typical fundraising event materials yet with the constraints of space due to the sharing it for competition purposes as it pertains to the robot.
	2. Project Schedule: Cora L. is finalizing the schedule. There are no known tasks that appear to be an obstacle to completion at this time.
	3. Robot CAD Design: Bryen W. along with mentors, Quentin Lynch and Casey Frantz, are making good progress with the CAD design.
	4. Build: Spaulding V., Cora L. and team, along with mentors Bob Brown and Don Schaffer, are making good progress.
		1. Field game pieces are completed,
		2. Drive base is done but not wired
		3. Coral Placement Elevator is built but we need to add motors and finsh drive system.
		4. Coral intake parts are made, and intake is currently being assembled.
		5. Climber parts have been made and cut. It is also in the process of building.
	5. Electrical/Technical: Ethan L. and Mr. Lopez, are evaluating electronics placement and wire routing given the current robot design and module placement.
	6. Code Team will be evaluating plans for testing modules given current design and status of build.
3. **Financial Update**
	1. ASB (GPHS) account is currently down to approximately $15,000. The exact amount will be reported once we have completed entry of expenses for this month into our account ledger.
	2. The FIRST Booster Account is currently at $30,143.80.
4. **2025 Mentors (Updated):**
	1. Paula Adams – Business Mentor #1
	2. Alisa Vulliet – Business Mentor #2
	3. Richard Link – Code & Software Design & Lead Mentor #2
	4. Bob Brown – Build Design Mentor
	5. Don Schaffer – Build Design Mentor
	6. Dave Billin – Code & Software Mentor
	7. Quentin Lynch – CAD & Design Mentor
	8. Casey Frantz - CAD & Design Mentor
	9. Robert Lopez, Jr. – GPHS Robotics Advisor & Lead Mentor
5. **Adjourn:** 4:15 PM