MINUTES OF MEETING

GLAST

No.	Place Teleconference	Date 7/21/04
Type of Meeting: Tower A Bottom Tray Static Test TRR		Prepared by: Nicola Saggini

Attendees	Company	Distribution List
Alessandro Brez	INFN – Pisa	All attendees
Nanda Menon	SLAC @ INFN - Pisa	
Andrea Tenze	INFN – Pisa	
Chris Frensen	Swales	
Tom Venator	NASA – GSFC	
John Ku	SLAC	
Dave Rich	SLAC	

Subject	Topics/Agreements	Action(s) TBP	Designated People
Test Objectives	C.F. and J.K. both agreed that load to be applied in both direction be kept the same for ALL flight trays as EM Bottom Tray (8043 N), complying with section 2.2 of GEVS (1.25xlimit load for acceptance test on composite structures		
Test Procedure		Although not contemplated in the procedure, C.F. suggested to perform feeler gage measurement on bottom of flexure before and after each test to assess possible movement at interface, since data from last test saw some use.	Test Conductor and Test Engineer

		Add: “up to 45 in-lbs (+5/-0 in-lbs) above running torque” to Par.8.2, bullet 16, sub-bullet xxxiv.	Andrea Tenze (Nicola Saggini will notify Arthur Scholz of changes needed to Installation Plan)
		All tolerances on final torque on nuts (45 in-lbs) to read +5/-0 in-lbs, instead of +/-5 in-lbs	Andrea Tenze (Nicola Saggini will notify Arthur Scholz of changes needed to Installation Plan)
		Procedure incorporating the above changes to be sent to D.R. and Natalie Cramar to be released. All attendees agree with such procedure.	Andrea Tenze
	Unless experience from tests dictates otherwise, all attendees agree that current procedure be final version for ALL flight trays. Any changes thereof will be discussed by parties involved by e-mail. If necessary, ? TRR will be held		
Interface Hardware	It has been agreed that interface hardware currently present @ INFN – Pisa will be used for this and future tests. If in need to replace it, only items machined to flight tolerances will be used. Some concern has been expressed by both A.T. and N.S. on how many times can such hardware be effectively reused	See if, how many and of what type, spares/new sets can be sent to Pisa	Dave Rich et al. @ SLAC