Team Meeting

12 SEPTEMBER 2022 / 8:00 PM / Discord

Attendees

William Gilicinski, Adam Perhala, Emil Pang, Abd Ibrahim, Hamdan Almerhairbi, Owen Hennessey

Agenda

Last Meeting Follow-up

1. N/A

New Business

2. Creation and assignment of tasks
3. Discussion of team name and expectations
4. Creation of message and task boards

Notes

- **Created a Trello board to track and assign tasks. Populated it with said tasks.**
- Discord created as primary method of contact with various channels for various purposes
- [Trello Board link](#)
-

Action Items

1. Assign all tasks to members of team
2. Ensure all team members are properly familiar with Git

Next Meeting Agenda

Check in on progress of initial tasks and reevaluate deadlines and allocation of responsibilities if necessary.