



# Meeting Minutes

<b>Date and Time</b>	Friday 14 <sup>th</sup> Feb 12:00pm – 14:00pm Saturday 15 <sup>th</sup> Feb 20:00pm – 23:00pm
<b>Project Name</b>	Organising the community fridge
<b>Meeting Goal</b>	<ul style="list-style-type: none"><li>• Agree code of conduct</li><li>• Agree group name</li><li>• Choose project</li></ul>
<b>Facilitator</b>	Asya Angelova (PLA22558356)
<b>Note taker</b>	Omid Alakozai (ALA23586553)
<b>Attendees</b>	Omid Alakozai Adrian Dimitrov Muhammad Awais Ali Asya Angelova
<b>Roundtable Updates (each group member to contribute)</b>	Since the last meeting, we have completed the user features, wireframes, tickets on the Kanban Board. One of the challenges that our group went through would be trying to maintain university work and private life such as

	<p>work.</p> <p>Our plan for the upcoming sprints would be to plan and maintain a balance of tasks as well as learn and get around docker.</p>
<b>Discussion points</b>	<p>We discussed the user stories and explored the different features that we could use. Asya assigned different tasks between the group .</p>
<b>Actions (list tasks and assign a group member)</b>	<p>Asya assigned the tasks between us.</p> <p>Adrian will complete the class diagrams.</p> <p>Omid will complete the Kanban board and add on more.</p> <p>Muhammad will complete the wireframes.</p> <p>Everyone was involved with the user stories as well as the features.</p>