

Hold a team meeting at least once a week in some format. Copy the template below into a new document, naming it CIS350-YYYY-MM-DD (replacing the appropriate date fields). Commit it to "meetings" folder of your project on GitHub. There should be a unique document for each meeting held.

Project name: BlackJack

Members present: Shane, Aaron, Samuel, Joe

Date: 1/25/25

Time: 6pm via Discord

Discussion points:

- Discussed the classes and functions we wanted to use.
- We decided on who wants to work on what parts of the project.

Goals for next week (include responsibilities):

- Continue working out an outline for functions and classes and how they will interact with each other(All)