

## **Orange Team Minutes**

**Thursday, January 30th 2025 - 9:00-10:30**

**In Class, D-244**

### **MINUTES**

#### **Attendees**

Students names	Adlane, Trevor
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The meeting started at 9:00.

#### **1. Approval of the Agenda**

Trevor presented the agenda. It is approved without issue.

#### **2. Approval of the Minutes**

The minutes of CS meeting of January 30th 2025 (taken by Trevor) are reviewed and approved.

#### **3. Announcements**

Client found

#### **4. Businesses**

Talked about our options for clients and who we should work for.

Adlane and I were divided at first but reached a conclusion where we were happy and could work on both projects.

We moved on to talking about the deliverable and completing it.

We divvied up the tasks and worked on our respective parts. Since I was the one closest to the client I worked on and answered all aspects of the assignment that related to the client while Adlane worked on the rest of the Project Plan and Overview.

After working on the plan and overview for most of the meeting, we talked about the remaining parts and agreed on who's role each part of the deliverable was.

## **5. Varia**

None.

## **6. Adjournment and Next Meeting**

The meeting adjourned by consensus at 10:30 p.m.

The next meeting will be scheduled and announced by Trevor.

Minutes Taker: **Trevor**

Future minutes takers: Adlane, Trevor

Meeting Participants: Trevor, Adlane