

6

Time	Item	Presenter	Notes
10:00 AM – 10:10 AM	Project Overview	Project Manager	<ul style="list-style-type: none"><li>Summarize the goals and scope of the Library Management System.</li></ul>
10:10 AM – 10:20 AM	Core Features Discussion	Lead Developer	Discuss key features like book search, borrowing, and user login.
10:20 AM – 10:30 AM	Database Design	Database architect	Plan tables for books, users, transactions, and relationships.
10:30 AM – 10:40 AM	UI/UX Design Plan	UI/UX designer	Present wireframes and user flows for the system's interface.
10:40 AM –	Development	Project	Finalize the timeline for development phases and

### ✓ Action items

- Assign specific team members to design the database schema for the library system.
- Develop the frontend interface for library users, focusing on book search and user login features.
- Implement backend services to handle book inventory and user data.
- Set up a testing framework to ensure functionality and performance.

## Decisions

Type /decision to record the decisions you make in this meeting:

- The database will use PostgreSQL for storing book and user records.
- The frontend will be developed using ReactJS for a responsive and user-friendly interface.
- The backend will use Node.js and Express for API development.
- Testing will prioritize automated unit and integration tests before manual testing.

