

Team Meeting

Date: 11/8/24

Time

Location

Meeting called by:	Abiodun Odufuye	Type of meeting:	Project Update
Facilitator:	Jordan Mosley	Note taker:	Abiodun Odufuye
Timekeeper:	Abiodun Odufuye		

Attendees: Jordan, Allan, Russell

Please read: The links in our Work Cited page

Please bring: Your A-game

Minutes

Agenda item: Our project **Presenter:** We'll all get a chance to be the speaker

Discussion:

My team went in-depth about our finance app and how it's going to rise above the competition in such a competitive market space. We're adding more applications in one of our presentation slides to demonstrate what features our competitors and how we can stack up against that. One of my teammates (Jordan) added another slide displaying the kinds of strategy we can take before the meeting started.

Conclusions:

My team is continuing to discuss the potential of our app and expanding previous established slides with new information to clarify the insight we have on the market as well as what type of app we'll catering towards a future audience

Action items	Person responsible	Deadline
✓ Responsible for expanding the slides with new information	Jordan	11/15/24
✓ Responsible for finding more article on our competitors	Allan	11/15/24
✓ Responsible for brainstorming new ideas of how our app will fit into the current mold of the market	Russell	11/15/24

Agenda item: Enter agenda item here **Presenter:** Enter presenter here

Discussion:

To get started right away, just tap any placeholder text (such as this) and start typing to replace it with your own.

Conclusions:

Enter conclusions here.

Action items

✓ Enter action items here

✓ Enter action items here

✓ Enter action items here

Person responsible

Enter person responsible here

Enter person responsible here

Enter person responsible here

Deadline

Enter deadline here

Enter deadline here

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Other Information

Observers:

Enter observers here.

Resources:

Enter resources here.

Special notes:

Enter any special notes here.