Meeting called by:	Johnny Yu	**Type of meeting:**	Finalizing Presentation
Facilitator:	Discord	**Note taker:**	Johnny Yu
Timekeeper:	Johnny Yu		

Attendees:	
	Barr Beneli, Demetris Perdikos, Anand Patel
Please read:	N/A
Please bring:	presentation slides

Minutes

Agenda item:	Follow up on previous meetings	**Presenter:**	Johnny Yu

Discussion:

During our meeting, we checked the information added into the slides from the last meeting.

Conclusions:

The information was checked to be correct and of-date, hence we can now write the conclusion of all the previous slides

Action items	Person responsible	Deadline
✔ Finalize.conclusions	Johnny	2 days

Agenda item:	Wrap up presentation slides	**Presenter:**	All (we all take turns)

Discussion:

We discussed and fine-tuned every presentation slides, condensing slide information to be readable and ready for presentation

Conclusions:

We did this very simply and were all happy with the results.

Action items	Person responsible	Deadline
✔ Memorize needed information	All of us	2 days
✔ Prepare everything needed for presenting	Everyone	2 days

Overall we were able to prepare everyone for the presentation and made it as clear as possible where our responsibilities lie.

Observers:

N/A

Resources:

N/A

Special notes:

N/A