

SOEN 341 2015 Reference Template for Team meetings(face to face, skype, or other)

Team Name: Athena

Project Name: Apollo

Minutes of meeting number 1.1

Date January 15, 2016

Location Capstone Room 961-3

Members:

Name	Role	Present?
<u>Liui Hatter</u>	<u>leader, pro</u>	<u>yes</u>
<u>Anna Regozin</u>	<u>pro</u>	<u>yes</u>
<u>Matthew Teelis</u>	<u>programmer</u>	<u>yes</u>
<u>Wahab Ahmed</u>	<u>Documentation</u>	<u>yes</u>
<u>Philippe Abou Kaam</u>	<u>documentation</u>	<u>yes</u>
<u>Jian Huang</u>	<u>programmer</u>	<u>yes</u>
<u>Francis Bouchard</u>	<u>programmer</u>	<u>yes</u>
<u>Clozzy Chavez</u>	<u>Documentation</u>	<u>yes</u>
<u>Sabrina Ashraf</u>	<u>Documentation</u>	<u>yes</u>
<u>Ricardo Cortes</u>	<u>Docs</u>	<u>yes</u>
<u>Rami Sandouk</u>	<u>documentation</u>	<u>no</u>

Agenda

Call to Order

Decisions:

1. Prepare for deliverable 1
2. Redefine roles
3. Scope and Plan - deliverable 1
4. schedule
5. Laravel framework
- 6.

Adjourned at: