Meeting Minutes

Group name: BU Team 3 Date: 5/26/16 Time: 6:05 PM

Location: EPC 202

Primary facilitator: Adam Wilner Minute Taker: Jerry Chan

Attending: Han Xu, Jerry Chan, Ian Thomson, Emily Duong,Adam Wilner, Meredythe Coleman

Objective (or Agenda):

* High level project requirements outline
* Project rules
* Potential softwares resources to use and frameworks
* Review skill sets and notes on related works

Current Status (include the reference to related documents):

* Have outline of project
* Established language to create project with
* Established communication plan via slack and email
* Setting up database for next meeting
* Coming up with tasks
* Started project proposal

Discussion:

* Project roles and skill sets
* Member availabilities
* Tasks done(tasks for Pivotal Tracker, Github, and Slack) before next meeting
* Minimum viable product
* Different types of software and frameworks to use

Accomplishments/Decisions:

* Accomplishment - Project specs, weekly assigned tasks
* Timeline and project proposal to be finished next week
* Stories and tasks to be decided by next week