

| MEETING MINUTES                            |   |               |
|--|---|---------------|
| Project Name                               | Freight Joint   |               |
| Meeting Name                               | Code Discussion and Reviewing   |               |
| Meeting Facilitator                        | Muhammad Tariq  |               |
| Meeting Details                            | Started: 6:00 PM<br>Adjourned: 9:30 PM<br>2023-11-21  |               |
| Meeting Invitees                           | Amandip Padda<br>Muhammad Tariq<br>Ethan Goski  |               |
| Minutes:                                   |   |               |
| Topic                                      | Summary of Discussion/Decision  |               |
| Code Discussion and Reviewing              | -Revised allocation of programming roles.<br>-Implemented necessary changes to the High-Fidelity prototypes.<br>-Revised overall project timeline.<br>-Created base HTML pages. |               |
|  |   |               |
| Action Items:                              |   |               |
| Description of Action                      | Assigned to   | Date Required |
| -Complete HTML/CSS.<br>-Initialize Kanban. | All members   | 2023-11-28    |
|  |   |               |