

## **Week 4**

Location: Internet cafe EGR Building

Meeting Date: Wednesday at 12:00 2/22/2018

Facilitator: Tristan Miller

Next week: Jennie Ryckman

Note Taker: Blake Lawton

Next Week: Ruben Rincon

Agenda:

- Reaffirm D.2 tasks
- Trello
- Facilitator
- Note taker

Went over specifications for D.2 tasks. Made sure all members understood requirements assigned tasks. Discussed Trello requirements and went through the site itself.

Created project retrospect and started taking down ideas for each of the lists required. (Will be adding more on throughout the week as more are thought of)

Shorter meeting this week as no development was required or discussion of improvement on product.