Meeting Requirements

1. Community members will be able to create meetings. The creator of the meeting will be the meeting manager.
2. The meeting will have its agenda. The agenda will be determined by the meeting manager.
3. The meeting will have its time with specified time zone.
4. The meeting will have a specified duration.
5. The location of the meeting will be online or offline. IRC integration will be available for online meetings.
6. Meeting manager will be able to upload pre-reading documents before the meeting.
7. The manager of the meeting will be able to determine the roles of the meeting. Roles will be note taker, and attendants.
8. Meeting manager will be able to delegate managerial role to other members of the community.
9. Note takers will be able to create and upload meeting decision documents.
10. Attendants will be the joined members of the community.
11. Attendance to the meeting will be recorded by the system.
12. Meeting manager will be able to postpone or cancel the meeting.