

[Github Link](#)

Team Meeting

Week # 1

Date: 3/22/24

Time: 4:00

Location: Virtual

Meeting called by: Carlton

Type of meeting: Virtual

Facilitator: Tatiana

Note taker:
Fernando

Timekeeper: Jacob

Attendees:

Carlton
Tatiana
Jacob
Fernando

Please read:

Please bring:

Minutes

**Week #1-
Agenda item:** Figure out what we're doing

Presenter: Carlton

Date: 3/22/2024

Discussion:

- We need to get a better grasp on what we're doing
- For now we will focus on reading the material
- We will re-meet this Sunday to synthesize our notes and work on our presentation

Conclusions:

| Action items | Person responsible | Deadline |
|---|--------------------|----------|
| ✓ Read the assigned case study | All members | 3/24 |
| ✓ Take notes on the assigned case study | All members | 3/24 |
| ✓ Email Professor for further understanding | Carlton | 3/22 |

Other Information

Resources:

Enter resources here.

Special notes:

Enter any special notes here

Team Meeting

Week # 2

Date: 3/29/24

Time: 3:00

Location: Virtual

Meeting called by: Fernando

Type of meeting: Virtual

Facilitator: Jacob

Note taker:
Carlton

Timekeeper:
Tatiana

Attendees:
Carlton
Tatiana
Jacob
Fernando

Please read:

Please bring:

Minutes

**Week #2-
Agenda item:**

Presenter: Fernando

Date: 3/29/2024

Discussion:

- The main question is should we implement AI
- We've decided on 4 main topics
 - Research market in Singapore to see what AI reception/use is in singapore
 - Which AI solutions should be implemented
 - researching economic advantages and costs
 - Looking at which Marriott hotels AI should be implemented at
 - Privacy and security concerns

Conclusions:

| Action items | Person responsible | Deadline |
|---|--------------------|------------|
| ✓ Research market in Singapore to see what AI reception/use is in singapore | Fernando | 4/5 |
| ✓ Which AI solutions should be implemented | Carlton | 4/5 |
| ✓ Research economic advantages and costs | Jacob Tatiana | 4/5 4/5 |
| ✓ Privacy and security concerns | | |

Other Information

Resources:

Enter resources here.

Special notes:

Enter any special notes here

Team Meeting

Week # 3

Date: 4/05/24

Time: 3:20

Location: Virtual

Meeting called by: Jacob

Type of meeting: Virtual

Facilitator: Tatiana

Note taker:
Fernando

Timekeeper:
Carlton

Attendees:
Carlton
Tatiana
Jacob
Fernando

Please read:

Please bring:

Minutes

Week #3 -
Agenda item:

Presenter: Fernando

Date: 4/05/2024

Discussion:

- Main Question:
 - Yes they should implement guest-facing AI.
- Economics
 - Increased Efficiency, Competitive Advantage
 -
 - Costs
 - Down payment, Training, Maintenance
- AI Solutions
 - BotShot (pricing)
 - Marriott International by voice room temperature
 - Digital Concierges
 - Automatic kiosks
 - For checking in and checking out
- Privacy
 - Form to prevent their data from being collected
 - Allow customers to avoid using AI
- Security
 - Employees are the weakest link for AI
 - Focus on cybersecurity
 - Risks
- Market
 - Most hotel brands are implementing AI
 - Marriott should enter the market now

Conclusions:

- Yes implement AI

Action items

✓ Add Information Into Slides

Person responsible

All

Deadline

4/16

✓ Find AI Solutions to choose from

Carlton

4/12

Other Information

Resources:

Enter resources here.

Special notes:

Enter any special notes here

Team Meeting

Week # 4

Date: 4/12/24

Time: 3:20

Location: Virtual

Meeting called by: Tatiana

Type of meeting: Virtual

Facilitator: Carlton

Note taker: Jacob

Timekeeper:
Fernando

Attendees:
Carlton
Tatiana
Jacob
Fernando

Please read:

Please bring:

Minutes

Week #4 -
Agenda item:

Presenter: Fernando

Date: 4/12/2024

- Only a 10 minute discussion because we are all aware of the slides.

Discussion:

- Discussed whether everyone was comfortable with their topics.
 - Each person needs to speak for around 4 minutes
- Tatiana will now create her slides based on the AI solution that Carlton picks
- The slides should be done by next week.
- We should work on the flow of the slides in the coming week.

Action items

Person responsible

Deadline

- ✓ Add Information Into Slides

All

4/16

✓

Other Information

Resources:

Enter resources here.

Special notes:

Enter any special notes here