## Oct 10, 2023 1:00 PM | End of Sprint Hotwash

**Meeting Notetaker**: [Andrew Bement](mailto:andrew.bement@maine.edu)

**Attendees**: [Samson Cournane](mailto:samson.cournane@maine.edu)[Sam Minor](mailto:samuel.minor@maine.edu)[Kevin Menenello](mailto:kevin.menenello@maine.edu)[Andrew Bement](mailto:andrew.bement@maine.edu)

**Agenda**:

1. Rose - Thorn - Bud (Good, Challenge, Looking Forward To)
2. Peer Review Feedback Reports

* Poll: share feedback amongst the group

1. Hotwash
2. [SRS Document Review](https://docs.google.com/document/d/19RdqCek5BAVp5s-bPqRss-IbP4obpr3v/edit?rtpof=true)

* [Deliverable 2 Rubric](https://docs.google.com/document/d/1VYq-J2yT1cRdPoJDFDHtjUNoDvsmCLx4pVj-uEALdec/edit#heading=h.bngbsyikhowo)

**Notetaker Notes and Action Items for the Team**

**Hot Wash Notes**

* Team is still waiting until mid-sprint to really start working on assigned tasks
* Saving the last meeting before the deliverable is due, is very helpful to use as a review session
* It almost feels as if each team member is working in isolation, since we don’t actually work together directly during the day, and have smaller, more deliberate meetings with each other (as would occur in a real job setting); this causes team members to feel as if it takes much longer to get their tasks started.
* Waiting too long to start work, and then phoning it in, is definitely not a viable strategy to ensuring quality work.
* Many team members have expressed feeling as if they “aren’t doing enough”, and wish that they could do more.

**Tasks**

* SRS Doc: [Samson Cournane](mailto:samson.cournane@maine.edu)
  + Combine all the non-functional, and functional requirements together in individual documents
  + Address remaining feedback/comments from Dr. Greg
  + Samson, reach out to Dr. Greg regarding the vague “Fill in the rest of the sections, using information from the project description document.” as part of the SRS document requirements.