

MINUTES OF MEETING		GROUP # 11		DATE? 9/22/11	
	STUDENT NAME (INITIALS)	Present	Late > 5 mins	Informed about absence?	Scribe?
1	TB	Y			X
2	MK	Y			
3	JD	Y			
4	CL	Y			
	STUDENT NAME (INITIALS)	OLD ACTION ITEM		STATUS	
1	TB	Work on page layout		Ongoing	
2	MK	Work on login system		Ongoing	
3	JD	Work on login system		Ongoing	
4	CL	Work on page layout		Ongoing	
AGENDA/DISCUSSION SUMMARY					
1. Order Food 2. Eat Food 3. MK and JD work on login system 4. TB and CL work on page layout					
	STUDENT NAME (INITIALS)	NEW ACTION ITEM		DUE DATE	
1	TB	Work on page layout		9/29/11	
2	MK	Work on login system		9/29/11	
3	JD	Work on login system		9/29/11	
4	CL	Work on login system		9/29/11	