

MINUTES OF MEETING		GROUP # 11		DATE? 9/29/11	
	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	None			
2	MK	None			
3	JD	None			
4	CL	None			
AGENDA/DISCUSSION SUMMARY					
1. Discuss project while eating 2. Brainstorm project ideas 3. Decided on a note taking web app					
	STUDENT NAME (INITIALS)	NEW ACTION ITEM		DUE DATE	
1	TB	Think of features		9/1/11	
2	MK	Think of features		9/1/11	
3	JD	Think of features		9/1/11	
4	CL	Think of features		9/1/11	