# Meeting Minutes

**Group name:** OneTeam

**Date:** 6/30/16

**Time:** 7:00pm – 8:00pm

**Location:** Hangouts

**Primary facilitator:** David Blair

**Minute Taker:** Jacqueline Pham

**Attending:** Chris Carducci, Sang-Joon Lee, Jackie Pham, David Blair,

Srivathsa

**Objective (or Agenda):**

* Any outstanding issues holding up iteration?
* New team leader
* Presentation
  + List of what we've done
  + Demo

**Current Status (include the reference to related documents):**

* Prepping for iteration 2 demo

**Discussion:**

* Everyone is set for iteration demo, no roadblocks.
* Sang to take over as team lead for 3rd iteration
* Anticipate the questions he’s going to ask about
* Presentation
  + Cover (David)
  + Queued (Sang)
  + Chat now (Chris)
  + Bugs (Jackie)
* Demo:
  + Dashboard - show overview
  + Queued
    - Project List
    - Project view
    - Creation of Story
    - Moving Story around (Save spot and ordering)
  + Chat now
    - Direct Messaging (see user online)
    - Search
    - Email - mention
    - Archive Channels
    - Chatting between users
  + Bugs
    - Filtering
    - Creating
    - Detail View (screenshot, comments)

**Accomplishments/Decisions:**

* Presentation and demo, presenters and sequence determined
* Need to update presentation - gray out what not doing and lead everything regular black