**The A-Team**

Movie Database

**Minutes** for the Professional Development *Movie Database* meeting held on 6th April at 12pm.

**In attendance**: Faizaan, Daniel, Liam, Syed, Amin

**Apologies**: Yonis, Anwar

**Goal**: Begin main structure of the website.

## Meeting Review for Work done between current and last meeting

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |
| **Everyone has come in completing all the tasks they were asked** | **All members in attendance** |  |
| **This meeting will be used to review where the team is currently up to and begin the structure of the site** | **All members in attendance** |  |
| **Decided to have the back end sql stuff completed** | **Liam** |  |
| **Decided to complete index for the MVP** | **Faizaan** |  |
| **Begin main CSS to ensure a adaptive website** | **Daniel, Syed** |  |

## Meeting Review for Work done in this meeting

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |
| **Everyone presents to the entire group the work they have done** | **All members in attendance** |  |
| **Project manager and lead developer splits group up into those working different parts of web pages** | **Faizaan, Amin** |  |
| **index page** | **Faizaan, Amin** |  |
| **CSS for site** | **Daniel** |  |
| **Back end sql scripts** | **Liam** |  |

## Decision Made

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |
| **Project manager decided to begin first prototype of site as soon as possible to work towards the final products** | **Faizaan** |  |
| **Lead developer will overview all code to ensure consistency and to make sure scripts interact as intended** | **Amin** |  |

## Tasks completed

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |
| **Final designs** | **Daniel** |  |

## AOB

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |

## Next meeting

*Summarise the main discussion here, noting any decisions that were made and the rationale behind those decisions.*

### Actions Arising

|  |  |  |
| --- | --- | --- |
| **Action** | **Person Responsible** | **Deadline** |
| Review tasks done | **All group members** |  |
| Continue first prototype of website | **All group members** |  |