AGENDA
Client Meeting
March 23, 2017
6:30pm – 7:30pm
Room 221, second floor, Forrester Hall

Call to order and roll call
Approval of agenda

Project Discussion

Dev team goes through project schedule and current plans with client
People confirmed attending: Matt Redmond, Chris Hein, Matt Hutchinson
Estimated time: 20 minutes

Client suggests any revisions they want made and signs off on applicable paperwork
Signee: Matt Redmond
Estimated time: 20 minutes

General Discussion

This time will be used for general discussions about the project. Any questions to clarify will be brought up. Any concerns will be addressed.
Estimated time: 20 minutes

Chair Adjourns Meeting