# Meeting Details

* Organizer: CS2450-002 Team Two
* Date: January 20, 2022
* Time: 7:55pm – 9:07pm
* Location: Microsoft Teams
* Attendees: Ethan Taylor, Jaden Albrecht, Cody Strange, Tyler Deschamps

# Topics Discussed

* Set roles:
  + Ethan Taylor: GUI Developer
  + Jaden Albrecht: Team Manager
  + Cody Strange: Scribe and Milestone document builder
  + Tyler Deschamps: Chart and Milestone document builder
* Tasks:
  + Create project email and google drive[Cody Strange]
  + Research Tkinter[Ethan Taylor]
  + Begin MoSCoW charts[Tyler Deschamps]
  + Research templates for PERT and Gantt charts[Tyler Deschamps]
  + Read chapters 11, 12, 13[Cody Strange, Ethan Taylor, Jaden Albrecht]
  + Set up meeting with Professor[Jaden Albrecht]

# Summary

* Notes:
  + Everyone is equally confused about the project, but we have found areas that we can start in and are preparing for our first meeting with the Professor.
  + Took stock of talent and skills of teammates
    - Three have python Experience up to CS2420
    - One has had some workings with GUIs
    - Only four out of six members four out team
    - One has knowledge of Trello to use as a project management tool to start us off with
  + Currently everyone plans on participating in the role of being a programmer, this may vary depending on the workload of certain individuals
* Topics for next time:
  + More detailed description of everyone’s strengths
    - Has anyone used Scrum?
    - Years of programming experience
  + What does everyone’s schedule look like, how much time can everyone expect to dedicate
  + Clarification on roles
  + Next Meeting: January 21, 2020 @ 6:00pm, Microsoft Team