

# Team Meeting

Dec 14, 2021 / 2:00 PM / Zoom

## Attendees

Nolan Flegel, Rishabh Prasad, William Peers, Sam Dietrich

## Agenda

- Progress updates on Documentation
- Phase 2 project tasks

## Notes

- Making a completion list of all documentation
- Wrapping up BinTip evaluation
- Project planning over the winter break
- Update Trello cards and add new tasks

## Action Items

1. Work on identifying sample data for copy-paste prototype
2. Setup dev environment for copy-paste
3. Add documentation discussing the value of manually vetting objects in larger dataset that were originally missed. This is a mechanism that can help identify quality control.

## Next Meeting Agenda (Dec 21, 2:00pm)

1. Extended Sprint planning: Tasks to cover 2 weeks of work due to the Holiday period.
2. Discuss Winter 2022 Schedule.
3. Set a new sprint planning cycle.
4. Update share calendars with class schedule