

Minutes of meeting 16/10/25

Timings

14:00 start

14:35 end

Person	Attendance (Y/N)	Reason for absence
Josh 2449449	Y	
Sachin 2412054	Y	
Connor 2413340	Y	
Kelly 2225007	N	Busses
Louis 2330961	Y	
Riley 2424373	Y 10 mins late	
Sahil 2448636	Y	

Points of order

- role allocation
- software decision and setup
- Addressing failures in previous weeks submission

Key discussions

- The choice to use Lucidchart for UML diagrams and Gantt charts due to ease of use, compatibility and collaborative design. Shareable links to be posted in discord/whatsapp shortly.
- Allocation of minutes recording to Josh
- Allocation of coin management to Sahil
- Allocation of gantt chart creation and management to Sachin
- Discussion of initial ideas surrounding theme and art direction with decision to present and discuss ideas at later meeting

Predicted coin allocation for the week (may be changed based on later work)

- All equal

Going forward

- setup of collaborative gantt chart and UML diagram
- creation of generalised system diagram
- division of uml workload
- creation of uml diagrams and CDC cards
- proportional allocation of coins and burden of proof of work on individual
- brainstorming of potential art direction

Points of order for next meeting 23/10/25 14:00

- Presentation and criticing of intial UML diagrams
- Presentation of initial gantt chart
- Discussuion of coin allocation