

## **Meeting Minutes - Group 2**

Date: 25 August 2025

Time (GMT): 18:00-18:15

Location: Online Teams meeting

Group members present: Member 1, Member 2

Agenda:

- Discussion of draft paper contributions

<b>Time in GMT</b>	<b>Description</b>
1800	Start meeting
1805	Member 1 initiated discussion on the progress of the draft paper. No written contribution had been provided by Member 2 at this stage. Member 2 stated their intention to complete and add their section to the shared document.
1815	Meeting concluded.

## **Decisions & Follow-up Actions**

Member 2: To add their contribution to the draft paper and notify Member 1 upon completion.