



Minutes of meeting

Project Gemorskos

Subject:	3 rd meeting of the group project	
Date:	25.11.2024	Time: 13:00 – 13:45
Place:	NHL Stenden Emmen study landscape	
Chairman:	David Corodeanu	Minutes secretary: David Corodeanu
Present:	Kyan Jeuring Peter Kapsiar Ugochukwu Ndiogazili Sanduni Thathsarani Pinpura Dewage David Corodeanu Eliza Horváth Bence Mohr	
Absent:	-	
Information <ul style="list-style-type: none">▪ We may combine the requirements and the functional design together.▪ Chapter 8 is too complex and has too much information.▪ The company consists of 1 chief editor, 3 editors, 1 web designer, 2 administrative staff, 10 journalists, 5 photographers and freelancers.		
Decisions <ul style="list-style-type: none">▪ The secretary role will not be left blank in the project plan and instead will specify that it will be rotating between the team members.▪ The Table of contents from the Project Plan will be fixed.▪ Pages will be added to the Project Plan document.▪ The infrastructure should be also added as an intermediate outcome.		
Action points		
What?	Who?	When?
Drawing up a Gantt Chart for the Project Plan	Ugochukwu Ndiogazili	29.11.2024
Finish the Improved Project Plan	Everyone	2.12.2024
Next meeting <ul style="list-style-type: none">▪ Date: Unknown▪ Place: Unknown▪ Time: Unknown		