

## **Meeting Minutes**

Members Present (6 of 6):

- Katie
- Logan
- Max
- Sam
- Ethan
- Dylan

Monday, February 5<sup>th</sup> from 1:00 – 2:00 pm

- Discussed our progress on the next project deliverable, the Specification & Requirements Document, due on February 8th. Each member's assigned portion of the document is listed below.
  - Introduction: Dylan
  - Functional: Sam, Max
  - Non-functional: Ethan
  - User interface: Katie
  - Deliverables: Logan
  - Open issues: Logan
- Each member is very close to being complete their assigned part, everyone's parts will be put into the requirements document and refined.