**Meeting Minutes**

Members Present (6 of 6):

* Katie
* Logan
* Max
* Sam
* Ethan
* Dylan

Monday, February 5th 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.