Jaehoon Lee

Dylan Qiao

Sumit Bhujel

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| --- | --- |
| **DATE:** | Wednesday, 2, 8,  2017 |
| **TIME:** | 12:30 PM |

|  |  |
| --- | --- |
| **LOCATION:** | Room 17 C |

**[MEETING TITLE] MINUTES**

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| --- | --- | --- | --- |
| **MEETING CREATED BY:** | Jaehoon Lee | **MINUTE TAKER:** | Sumit Bhujel |
| **TYPE OF MEETING:** | Organize Team Members | **TIME KEEPER:** | Dylan Qiao |
|  |  |  |  |

**ATTENDEES PRESENT:**

|  |  |  |  |
| --- | --- | --- | --- |
| Jaehoon Lee, Sumit Bhujel,Dylan Qiao |  |  |  |

**TOPICS**

**[Topic Here]**

|  |  |  |  |
| --- | --- | --- | --- |
| **TIME ALLOCATED:** | 1 Hour | **PRESENTED BY:** | Jaehoon Lee |

**Discussion:** Team Communication Plan, Organize work together.

**Conclusion:**   Team Communication Plan, Organize work together.

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| --- | --- | --- |
|  | **ACTION TO BE TAKEN BY** | **DATE TO BE ACTIONED BY** |
|  | Jaehoon LeeSumit Bhujel,Dylan Qiao | Wednesday, 2, 8,  2017 12:30 PM |
|  | Jaehoon LeeSumit Bhujel,Dylan Qiao | Wednesday, 2, 8,  2017 12:30 PM |

|  |  |  |  |
| --- | --- | --- | --- |
| **TIME ALLOCATED:** | 1 Hour | **PRESENTED BY:** | Jaehoon Lee |

**Discussion:** handling Github , dividing work

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