Present:

Client: James Wong

Team Members: Ryan Pease

David Klumpenhower

Gregory Shalay

John Lambert

Goals:

* Deliverables
* Comments
* Submission Preparation -> Electronic submission by EoD.

Client inquired as to team situation and pacing of project.

Next Phase:

* Project Charter
* Project Plan
* Database Development
* UI Design
* New Status reports
* Tabular summary of system reports
* Possible start of coding and coding decisions

Client Stressed the need to properly record hours on status reports.

Client Comments on Deliverables:

* Inconsistency in name usage on team charter
* Team report was missing an activity line and needed to be updated
* When we have time, to fix some formatting on the use case descriptions
  + Not high priority, mainly cosmetic
* Discussion on the interpretation of destination on the event table.