Meeting Minutes - Website Layout Discussion

Date: 11 August 2025
Time: 36 minutes 9 seconds
Platform: WhatsApp call

Attendees:

- Ntokozo
- Risuna
- Annah
- Jane

Absent:

- Naledi

Agenda:

- Presentation and discussion of proposed website layouts.
- Selection of final layout for project.
- Assignment of related tasks.

Discussion Points:

1. **Presentation of Layout Ideas**

   o All present members shared their proposed website layouts.

2. **Selection of Final Layout**

   o After reviewing all designs, the team decided to proceed with the layout created by **Risuna** in Figma.

3. **Task Assignments**

   o **Risuna** – Responsible for finalizing and refining the chosen wireframe on Figma.

   o **Ntokozo** – Will write the project's README.md file.

   o **Jane** – Drafted backlog items to be discussed in the next meeting.

   o **Annah** – Shared layout ideas using Lovable for consideration.

Next Steps:

- Finalize wireframe in Figma.
- Review and discuss backlog items drafted by Jane in the next meeting.