**Team 15**

**Meeting Minutes**

**15/03/20**

**Opening:**

The regular meeting of Team 15 was called to order at 6:00 PM on March 15th 2020. The meeting was taken via video call.

**Present:**

Bayley Cowen-Seagrove  
 Ellis Tulloch  
 Jack Lewis  
 Kobbie Mike Tabi  
 Thomas Senyah

**Absent:**

None

**Business from the Previous Meeting:**

Review of Code Produced

Thomas Senyah introduced the rest of the team to the progress he had made with the coding. Having previously completed the property class, he ran the team through the non-property class that he had now added in for this meeting. Using screen share he was able to run everyone through the code and the functionality it produced, with all teammates happy with the results produced.

Review & Discussion of Functional Requirements

Having gone away and reviewed the requirements so far produced, the team worked together to analyse and adjust the specification with Kobbie Mike Tabi requesting everyone’s opinions on what had already been produced. Bayley Cowen-Seagrove had some constructive opinions on altering the description of one of the requirements, whilst Jack Lewis started a conversation about how necessary cross-platform portability would be at this stage. These two pieces of feedback proved to be useful second opinions, and with the support of all team members, these two changes were agreed upon and added to the agenda for Mike to finalise.

**New Business:**

Finalising Specification

The main focus the group decided to turn its attention to was to get the specification completed and proofread. The aim for the group was to have all adjustments discussed, accepted/rejected by Kobbie Mike Tabi, and implemented by the meeting next week. This focus was agreed to unanimously after Mike brought up the point.

**Additions to the Agenda:**

No new additions were made.

**Agenda for Next Meeting:**

Review of code produced.

Finalise completed specification.

**Adjournment:**

Meeting was adjourned at 6:18 PM. The next general meeting will be at 6:00 PM on 22nd March 2020, via video call.

Minutes submitted by: Ellis Tulloch