

# Hobby Store Online Platform

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Minutes of Meeting

Version 1.0.0

9/30/2018

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| <b>Team 02</b>             | <b>Capstone Project I<br/>Minutes of Meeting # 1</b><br><br><b>Date:</b> October 5th, 2018<br><b>Time:</b> 12:00 PM<br><b>Location:</b> 160 Kendal Ave, Toronto, ON |                                                         |
| Attendees:                 | Team member 1: Nolan Honey<br>Team member 3: Jan Farun<br>Team member 2: Harry Archer<br>Team member 4: Saif Mustaf                                                 |                                                         |
| <b>Agenda</b>              |                                                                                                                                                                     |                                                         |
| <b>Item</b>                | <b>Description</b>                                                                                                                                                  | <b>Responsibility</b>                                   |
| Review of previous meeting | Review all the material that was included in Sprint 1 and start working on Sprint 2.                                                                                | Jan Farun<br>Saif Mustaf<br>Nolan Honey<br>Harry Archer |
| Item # 1...                | Product Backlog                                                                                                                                                     | Jan Farun                                               |
| Item # 2...                | Sprint Backlog                                                                                                                                                      | Jan Farun                                               |
| Item # 3...                | Project Plan + Team Charter                                                                                                                                         | Nolan Honey<br>Harry Archer                             |

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| Next meeting date | <p>Date: October 12, 2018</p> <p>Time: 12:00 PM</p> <p>Location: 160 Kendal Ave</p> <p>Agenda: Explore software platforms.</p> <p><b>Signature:</b></p> <p>Team member 1: Nolan Honey</p> <p>Team member 3: Jan Farun</p> <p>Team member 2: Harry Archer</p> <p>Team member 4: Saif Mustaf</p> |  |
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