

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 25

Meeting Details

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|------------|---|
| Date: | 16/10/2021 |
| Venue: | Microsoft Teams |
| Attendees: | Jared Song Aili Gong Alexander Aloï Redowan Mahmud |
| Apologies: | N/A |

Information / Decisions

| No. | Item |
|-----|---|
| 1 | Final meeting with product owner |
| 2 | Deployment should be using the refactored microservice architecture |
| 3 | Memory for connections should be reduced for AWS RDS otherwise it crashes |
| 4 | Presentation and interview dates have not been finalised |
| 5 | Tests need to be added to CircleCI |

Action Items

| No. | Item | Who | By |
|-----|---|-----------|------------|
| 1 | Continue working on sprint 4 user stories | Jared | 19/10/2021 |
| 2 | Continue working on sprint 4 user stories | Aili | 19/10/2021 |
| 3 | Continue working on sprint 4 user stories | Alexander | 19/10/2021 |
| 4 | Continue working on sprint 4 user stories | Shannon | 19/10/2021 |
| 5 | Continue working on sprint 4 user stories | Carl | 19/10/2021 |