Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 24

## Meeting Details

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| --- | --- |
| Date: | 12/10/2021 |
| Venue: | Microsoft Teams |
| Attendees: | Jared Song  Aili Gong  Alexander Aloi  Shannon Dann  Carl Karama |
| Apologies: | N/A |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 | Most team members are under pressure from other assignments – progress is slow |
| 2 | Deployment should be using the refactored microservice architecture |
| 3 | Memory for connections should be reduced for AWS RDS |
| 4 | Kubernetes will act similar to docker images and connect to our EC2 instance |
| 5 | Logging needs to be added to code |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Continue working on sprint 4 user stories | Jared | 16/10/2021 |
| 2 | Continue working on sprint 4 user stories | Aili | 16/10/2021 |
| 3 | Continue working on sprint 4 user stories | Alexander | 16/10/2021 |
| 4 | Continue working on sprint 4 user stories | Shannon | 16/10/2021 |
| 5 | Continue working on sprint 4 user stories | Carl | 16/10/2021 |