**Group Name: Big Dollar Bills**

**Agenda**

1. Test the integration code
2. Check repository for missing documents etc.
3. Compile necessary code and documents for merging
4. Assign roles for compiling documentation for presentation

**Meeting on 28/03/2021 4:00-6:00pm**

* Online zoom meeting (2 hrs)

**Attendees**:

|  |  |  |  |
| --- | --- | --- | --- |
| Jay | Marco | Ethan |  |
|  |  |  |  |

**Apologies: No. Everyone showed up.**

**Minutes:**

1. Testing integration code:
   1. Initially the code was not working, program ran out of memory; everybody worked to solve the issue
   2. Marco and Jay found ‘rts’ code in function Up2Low which caused the program to jump to nowhere
   3. A part of the code called the function Up2Low instead of Low2Up
   4. Issue was solved and exercise 4 is completed
2. Missing documents
   1. Documents necessary included: Readme, Minutes, Flow Diagrams, Code
   2. Files missing/incomplete included: Minutes, Readme, Flow Diagram
   3. Readme was completed during the meeting and ready to be converted to .txt
   4. Flow diagrams are compiled and ready to be merged to a single PDF
   5. Minutes are to be completed after the meeting by Ethan

**Action Items**

|  |  |  |
| --- | --- | --- |
| **Action** | **Person to do** | **Deadline** |
| Compile Minutes | Ethan | 29/03/2021 |
| Merge PDF | Jay | 29/03/2021 |
| Compile README | Marco | 29/03/2021 |
| Merge Branches |  | 29/03/2021 |