

MEETING MINUTES		
Project Name	Cinescope	
Meeting Name	Project Report Finalization	
Meeting Facilitator	Jeet Patel	
Meeting Details	Date: November 20, 2024 Time: 1 hour Location: Dr John Archer Library	
Meeting Invitees	Jay Patel Jeet Patel Jenil Chaklasiya	
Minutes:		
Topic	Summary of Discussion/Decision	
Project Report Finalization	We discussed and reviewed every step of the project content to ensure that we are meeting to project goals. Also we reviewed the project report in detail and added all necessary things.	
Action Items:		
Description of Action	Assigned to	Date Required
Preparing for presentation	Jenil Chaklasiya	November 24