**Date:** 10/19/2014 **Primary Facilitator:** Trent

**Start:** 2:00 P.M. **Timekeeper:** Jesse

**End:** 3:30 P.M. **Minute Taker:** Trent

**Location:** Google Meet

1. **Objective**

To continue Project Phase 1, prepare deliverables, and discuss the reviewed code

1. **Status [Allocated Time: 15 minutes]**

Aaron: State requirements for Project Phase 1

1. **Discussion items [Allocated Time: 70 minutes]**
   1. Finish the ant build file (if not done already).
   2. Git or Svn?
   3. How/Who should create our deliverables?
   4. Compile/Discuss findings on the code in relation to design document standards.
      1. Is it acceptable?
      2. What are it’s obvious flaws? (compiled in another document)
      3. Who will be making the deliverable document discussing it’s problems?
   5. Who should create Microsoft Project deliverable?
   6. How should we organize this projects future? (compiled in Microsoft Project)
2. **Wrap up [Allocated Time: 5 minutes]**
   1. Review and continue looking at code
   2. Meeting critique