**Date & Time: 9/25/2019 2pm**

**Team Meeting for: (Sparky’s Finest #16)**

**Prepared by: (JB)**

**Client’s Name: (Scalawags Veterinary Clinic)**

**Team members in attendance:**

**1. Zuhair Rauf 4.Chair- Yannan Zhu**

**2. John Beguhl 5.**

**3. Kevin Yang 6.**

**Team members absent:**

1. **Jisung Woo**

**Meeting Objective:** Complete ERD and plan to do Data Dictionary.

**Agenda:**

* After going to office hours, the first draft is corrected according to the professor's suggestions.
* Complete ERD

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Assigned To** | **Due Date** |
| Complete ERD | Everyone | 9/25/2019 |
| Data Dictionary | Everyone | 9/27/2019 |
|  |  |  |
|  |  |  |

**Time meeting ended: 2:30**

**Date and time of next meeting: TBA**