Helpful Hackers

Meeting Minutes

Date: 26 April 2023 - 14h00
Venue: Virtual - MS Teams
Version 1.0

MEETING ATTENDEES

- Jordan Green
- Cameron Pillay
- Candice Mchunu
- Daylin Shadrach
- Philani Khumalo
- Akhona Mfeka

BUSINESS FROM LAST MEETING

- Introduction of two possible projects to attend to.
- Establishing communication amongst team members.
- All members need to be on the same page.

OPEN ISSUES

- A ticketing system needs to be created for both end-users and developers to access and use (similar to VC Assist).
- Interface needs to be supported across many platforms, such as web or app.
- Scenarios of group conflicts demonstrated and needs to be avoided.
- Sharing of resources should be decided (such as printing costs).

NEW BUSINESS

- Team meetings need to be conducted often.
- Member contract needs to be drafted and signed.
- Need to coordinate with Kyle and client to unpack needs.
- If many groups choose App Factory, meetings will take place together to avoid client inconvenience.

UPDATES AND ANNOUNCEMENTS

- Tasks need to be divided.
- Set a timeline for each sprint to meet deadlines.

ADJOURNMENT

- Next meeting at 14h00 (TBC)