Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 1

## Meeting Details

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| Date: | 18/09/2023 |
| Venue: | RMIT Building 14.10.31 |
| Attendees: | Keely Smith (s3898340)  Tanya Tran (s3843142)  Huy Do (s3894502)  Kevin Chen (s3780646)  Antonio Giannakopoulos (Toni) (s3895923)  Myat Theingi Nwe (Gigi) (s3963447)  Alessio (Supervisor) |
| Apologies: | N/A |

## Information / Decisions

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| No. | Item |
| 1 | Just completed milestone 2, now moving onto milestone 3:   * Discussed with tutor what’s the expectations are for this sprint * When around to each member and list what we were able to achieve in the last sprint * Each member then stated what task they’ll be working on for this week |
| 2 | Discussed with tutor problems we ran into with the last submission, and he gave us feedback:   * Group was running into issues with applications running on different ports for different members |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Make start on sprint 2 milestone 3 tasks | Everyone | 20/09/2023 |