

Minutes of Meeting – 7th June 2025

Attendees: Khush Poddar, Harshal More, Anuj Lamba, Shikhar Singh Negi, Omkar Sanwatsarkar

Duration: 30 minutes

Platform: Conference Call

Agenda:

- Finalize project objectives for submission
- Discuss initial sprint planning and task division
- Align on team member roles
- Plan repository folder structure

Key Discussion Points:

- The team finalized the **Project Objectives** section based on the LLM-integrated HAB Dashboard idea.
- Roles were discussed and tentatively assigned (e.g., frontend, backend, LLM integration, DevOps, data handling, scrum coordination).
- The GitHub repository structure was agreed as follows:
frontend/, backend/, data/, docs/, meeting_minutes/,
README.md
- It was decided that each member will push at least one commit before the next meeting.
- Docker will be used to containerize the frontend and backend.
- A basic timeline for Sprint 1 was discussed.
- Members agreed to schedule weekly meetings to discuss the further tasks.

Action Items:

Task	Assigned To	Deadline
Push final Project Objectives to GitHub	Shikhar	8th June
Draft and push Minutes of meeting to repository	Harshal	8th June
Draft team roles and update shared doc	Khush	8th June

Next Meeting:

Date: 12th June 2025

Agenda: Begin implementation of frontend/backend basics and review team role updates