

MEETING MINUTES		
Project Name	FitBro	
Meeting Name	Weekly Project Meeting	
Meeting Facilitator	Yuval Glozman	
Meeting Details	October 11th, 2024	
Meeting Invitees	Aaron Borja, Yuval Glozman, Zana Osman	
Minutes:		
Topic	Summary of Discussion/Decision	
Project Charter Review	Presented Project Charter for finalization and review before completion. Discussed necessary changes, finalized the project charter, and prepped it for submission.	
Development Plan & Prototyping	Discussed timeline for prototypes of the project and process to begin prototyping. Discussed plan on how to start LoFi prototyping	
Action Items:		
Description of Action	Assigned to	Date Required
Finalization and upload to GitHub	Zana Osman	Oct 11th, 2024
Construct a low-fidelity prototype to have a basic foundation of what the application should roughly look like. This action item will also kickstart ideas on how we want to implement aspects from the low-fidelity prototype to the high-fidelity prototype.	Yuval Glozman, Aaron Borja, Zana Osman	Oct 20, 2024