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| **Team 15** | | **Capstone Project I**  **Minutes of Meeting # 5**  **Date: Wednesday, 18 September 2020**  **Time: 1:00 pm EDT**  **Location: Virtual Meeting at Jitsi Meet** | | |
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| Attendees: | Kamrun Nahar Liza  Rajesh Bista  Shishir Das | | Sudeep Manandhar  Suvash Sharma | |
| **Agenda** | | | | |
| **Item** | **Description** | | | **Responsibility** |
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| Review of previous meeting (Wednesday, 16 September 2020) | | | | |
|  | Update of tasks assigned: | | | |
| The proposal was presented to professor Anjana Shah, who provided feedback of utmost value. | | | Sudeep Manandhar |
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| Item #1 | As the discussion over the feedback received from the professor commenced, it was decided that the project idea was not the best possible, hence it was decided that a different proposal would be devised | | | All Attendees |
| Item #2 | Various ideas for project were discussed:   * Baghchal (Tiger & Goats) game * Automatization of access control based on masked/unmasked face * Short-Term Workspace Management | | | All Attendees |
| Item #3 | Short-Term Workspace Management was selected for the project and proposal planned. | | | All Attendees |
| Item #4 | The features were discussed and listed (Att: CapP 22092020.docx). | | | All Attendees |
| Item #5 | The discussed edits will be incorporated in the project summary document by 23 September 2020 midnight. | | | Suvash Sharma |
| Item #6 | The presentation will be prepared by 23 September 2020 midnight. | | | Rajesh Bista |
| Item #7 | The project summary will submitted and presented to the professor. | | | Sudeep Manandhar |
| Item #8 | The plan will pe prepared for prioritization of features for next meeting. | | | Kamrun Nahar Liza  Shishir Das |
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| Next meeting | Date: Sunday, 27 September 2020  Time: 3:00 pm EDT  Location: Riverdale Park East, Toronto  Agenda:   1. Review of the presentation 2. Prioritization of features 3. AOB   **Signature:**  Kamrun Nahar Liza  Rajesh Bista  Shishir Das  Sudeep Manandhar  Suvash Sharma | | |  |