**Facilitator:** Joe E.

**Minute Taker:** Jake F.

**Agenda:**

This weeks meeting will take place on Thursday, February 1, 2018 at 5:30 pm. The location of the meeting will be at Engineering. I, Joe E., will be the Facilitator and Jake F. will be the Minute Taker.

**Discussion Items:**

* Agenda (5 minutes)
  + Discuss the agenda.
* Determine team name (5 minutes)
* Determine team logo (5 minutes)
* Discuss the project. (20 minutes)
  + What is our project going to do?
    - What problem is our product going to solve?
  + What platform are we going to develop for?
  + What developing environment will we use?
* Group Concerns (5 minutes)
  + How is the group doing?
  + Are there any issues with completing assigned tasks?