

Weekly Meeting 2 Agenda

Date: February 7th, 2018

Time: 4:00pm

Location: Engineering Building - Rm 102

Facilitator: Matt Rittenback

Minute-taker: Maria Granroth

Discuss: A group conversation on the stated subject

Action: A specific measure agreed upon by the group that is recorded by the minute-taker

Proposal: A specific measure the facilitator or a group member has in mind, put in agenda to inform everyone ahead of time of that measure to allow adequate time for thinking.

When the meeting reaches an hour and there are still items left on the agenda, those items will be postponed until the next meeting. A group vote may be taken to extend the meeting by X minutes, which must be unanimous.

1. Roll Call

4:07 - Everyone here!

2. Reading of the agenda

4:08 - By facilitator.

3. Proposed changes to the agenda

4:08 - None.

4. **Discuss:** Previous Meeting Recap

- 4.1. This item will allow us to go over what was covered in last week's meeting and to provide a chunk of time for members to discuss the group dynamic and any potential problems.

4:08 - No recap needed.

5. **Discuss:** Group Name

- 5.1. Find out if anyone has thought of a new name for the group

4:09 - Hodge Nodge suggested by Jasmine. Everyone is still thinking.

6. **Discuss:** Team Project - D.1 Inception

- 6.1. **Action:** Follow up on sections 1 and 2 with Jasque

4:10 - No comments provided by group.

- 6.2. **Action:** Follow up on interviews. Discuss where to submit interview results

4:10 - Interviews logged on D.1.

4:15 - Discussion of interviews.

- Decided demographic - People around our age, likely to be students or busy with work.

- Interviews revealed that it might benefit us to focus more on recipe finding based on recipe quality, time, difficulty, tools, dietary restrictions, main ingredient, etc. and less on ingredients already in the kitchen.

6.3. **Action:** Discuss section 4

4:11 - On track for submission on Friday. Maria will finish section 4 and notify the team when it's ready for submission.

6.4. Go over submission requirements

4:12 - Goal is to have meeting facilitator to push to GitHub and submit for group in BbLearn, but Jasque will push as the owner until we can figure out how others can do it.

7. **Action:** GitHub Bootcamp

7.1. **Proposal:** Create a document that will host our findings and tutorials for using Git

4:12 - Nick found some info for using GitHub that was published in Slack. In progress.

8. **Discuss:** What web framework should we use?

*This topic wasn't covered last week

8.1. To figure out what we are familiar with, what languages comfortable with, etc

4:15 - Backtracked to discuss interviews and where to go with the project from there.

4:38 - app or website? Some group experience in Phaser, JavaScript, HTML, some Android app development, and django (python). A website sounds like it'll be more workable for our group.

4:42 - Do individual research on framework and discuss again next meeting.

4:44 - Contacts that could provide advice on where to start - Maria's ethics teacher and Matt's friend.

4:46 - Discussion on keeping front-end usable and nice to look at.

4:48 - We might need to manually input recipes to keep the project realistic for us. **Discussion on API design next meeting to see if it's feasible.**

9. **Action:** Next meeting Facilitator

4:49 - Nicholas Reader

10. **Action:** Next meeting Minute-taker

4:50 - Jasmine Mitchell

11. **Action:** Discuss next week's meeting

4:54 - Maria Made Google Drive folder for everyone on Nick's suggestion, Jasque will upload documents to the drive.

12. **Discuss:** How is the group functioning? Any questions from any previous items? Any potential problems?

4:56 - We're all good!

13. Closing Remarks

4:56 - None needed.

14. Meeting Adjourned

4:57 - Meeting adjourned