

## Meeting Minutes – Meeting # 3

**Date** : 9/21/2025

**Attendees** : Sabine, Magnus, Ahmed, Joas, Matei, Alexandre, Mateo, Derek.

### Meeting Agenda:

- Review progress on existing user stories.
- Assign user stories to team members.
- Create tasks for the first core feature.

### Discussion Points:

- Task Creation For The First Core Feature To Fully Implement:
  - o Decided core feature to be fully implement → Event Organizer Portal
- Each user story would have these set of general tasks:
  - o Backend Development (controllers, logic, functionality)
  - o Frontend Development (UI, styling, polish)
  - o Database (tables, models) – *only required for US-1 at this stage*
  - o Testing
  - o Mocks – *assigned to Sabine*
- Tasks creation assignment based on user stories:
  - US-1 → Assigned to Magnus
  - US-2 → Alexandre
  - US-3 → Derek & Joas
- User Stories Progress:
  - o Epics and User stories have been created and assigned for all 3 core features.
  - o Additional feature user stories have been created and assigned.
  - o Sprint 2 tasks need to be created and assigned.
- Sprint Tasks & Planning:
  - o Sprint 1 tasks → Done.
  - o Sprint 2 tasks:
    - User Stories & Tasks: → tasks missing.
    - Task Assignment.
    - Milestones → Sprint 2 created , missing sprint 3.

### To Do:

- Have tasks created by friday
- Assign tasks on friday