

# finappster Sigma Meeting Two Agenda

*Date | time:* 20/07/21 2:00pm-4:00pm *Location:* WA3 Study Room 5

Meeting called by:	All	Attendees:	Chris Stehlin, John Sangalang, Peter Scandle, Jose Santos
Type of meeting:	Weekly team meeting	Please read:	N/A
Facilitator:	Chris Stehlin	Please bring:	Laptop
Note taker:	John Sangalang		
Timekeeper:	John Sangalang		

## Agenda Items

Topic	Presenter	Time allotted
✓ <b>Review last meeting minutes:</b> <ul style="list-style-type: none"><li>- These are the minutes from the last Friday client meeting.</li></ul>	Chris Stehlin	N/A
✓ <b>Brief discussion on Notion software use:</b> <ul style="list-style-type: none"><li>- How to use the software?</li><li>- How to create pages and manage the layout?</li><li>- How do we want to arrange the notebook?</li></ul>	Peter Scandle	N/A
✓ <b>Discuss KiwiSaver findings:</b> <ul style="list-style-type: none"><li>- Review of funds' investments of each team member.</li><li>- Discuss the ethical ramifications of their investments.</li></ul>	Chris Stehlin	N/A
✓ <b>Define finappster Sigma's scope:</b> <ul style="list-style-type: none"><li>- Brainstorm, clarify Sigma's role in the project, continuation of discussion on sunburst chart and quiz with Leeanna.</li></ul>	All	N/A
✓ <b>Decide upon date and time of next client meeting</b>	Peter Scandle	N/A

## Other Information

Observers: N/A

Resources: N/A

Special notes: N/A