Meeting Minutes - Meeting #1

## Meeting Details

|  |  |
| --- | --- |
| Date: | 06/08/2022 |
| Venue: | MS Teams |
| Attendees: | Nathan Boc  Mevlut Saluk  Sankeath Suriya Arachchiralalage  Abida Mohammadi  Christodoulos Voulismas |
| Apologies: | N/A |
| Duration | 15 mins |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 |  |
| 2 |  |
|  |  |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Complete User Stories on Jira | Team | 2022.08.10 |
| 2 | Add Acceptance Criteria | Team | 2022.08.10 |
| 3 |  |  |  |

## Questions

|  |  |
| --- | --- |
| No. | Item |
| 1 |  |
| 2 |  |
| 3 |  |