# GDP Project

# Meeting Minutes

October 25, 2017

1. Call to order

Michael called to order the regular meeting of the GDP Project at 15:30 on October 25, 2017 at Austin House.

1. Roll call

Michael conducted a roll call. The following persons were present: Michel, Olu, and Anthony.

1. Approval of minutes from last meeting

Michael read the minutes from the last meeting. The minutes were approved as read.

1. Agenda

Rehearse the presentation and ensure the presentation and group is ready for the presentation. Prepare fallbacks if group members are not present.

1. Open issues and decisions
2. Presentation rehearsed. / The presentation was done twice, one time to ensure the whole group understands each other’s slides, and a second time as a real presentation.
3. Prepare fallbacks. / The first rehearsal explained everything that we needed to know for each other’s articles, so we can all speak on each other’s topics.
4. Adjournment

Michael adjourned the meeting at 17:40.

Minutes submitted by: Michael

Minutes approved by: Olu