Attendance:
- No missing members

Topics of Discussion
- Project Charter
    - Response, revisions
- Sponsor Meeting
    - Anything specific do we need to discuss with them
    - If we are doing one voice chat as a group, where do we want to meet, what are we using? (Skype, Zoom, etc)
- Requirements Document
    - Document created, and the full example document is on moodle
    - Do some progress now, anything we need to decide as a group for content wise
    - Section assignment on the requirements document

Meeting Discussion
- Project Charter
    - Nothing responded to so far, but need to iron it out during the meeting
- Sponsor Meeting
    - Meet in norlin friday 11:30
    - Meet as a group, but anyone else can join through zoom separately
- Requirements Document
    - Introduction: Hunter, Kara
    - Functional Objectives: Tanner
    - Non-Functional Objectives: Tanya
    - Context Model: Abbi
    - Use Case Model: Percy, Michael