[Meeting Title]

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| Minutes | [Click to Select Date] | [Meeting Time] | [Meeting Location] |

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| --- | --- |
| Type of meeting | Tutor/Client |
| CHAIRMAN | Dimitar |
| Note taker | Atanas |
| Timekeeper | n/a |
| Attendees | DEFAULT |

## Agenda topics

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| N/A | Event questions |

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| Discussion | Questions regarding the type of the event. | | |
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| Conclusions | We can choose/create our own event (most of them are music events) given that it is in these boundaries: | | |
| Visitors must be between 4000 and 50 000. | | | |
| Age of visitors must be between 20 and 45. | | | |
| The camping spots are mandatory | | | |
| Action items | | Person responsible | Deadline |
| Choose event | | TEAM | Friday |
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| N/A | entrance to the event |

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| Discussion | George doesn’t want people without legitimate entrance proof or hooligans entering the event. (1 ticket per person) | | |
| He also doesn’t want too long queues for entering the event. | | | |
| He also wants the best price that’s liked by the visitors but also profitable. | | | |
| Conclusions | We have to research and choose a secure and affordable authentication method. | | |
| We have to choose the best price for the event. | | | |
| We have to organize the way queues go as fast as possible. | | | |
| Action items | | Person responsible | Deadline |
| price, entrance, payment at the event, fraud and hooligans | | TEAM | Saturday |
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| N/A | Event stores |

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| Discussion | George wants us to keep track of how much of all the products are sold and how much are in storage. | | |
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| Conclusions | We have to put that information into the database. | | |
| We have to make a windows application to interact with the database. | | | |
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| Action items | | Person responsible | Deadline |
| Design a proper DBMS, that has products included | | TBD | Wednesday |
| Consider the application that interacts with the database | | TBD | TBD |

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| N/A | Website |

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| Discussion | George wants: all orders to be made through the website, the lineup, a page with rules, | | |
| No page for sponsors, a page for merchandise (optional) | | | |
| He doesn’t want us to organize hardware, medical staff employees, etc… | | | |
| Conclusions | We have a sitemap, but we need to modify it according to George’s requirements. | | |
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| Action items | | Person responsible | Deadline |
| Modify sitemap | | Dmitry | Friday |
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| N/A | Meeting with bert |

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| Discussion | He said that we have to have a clear scope of what we have to do. | | |
| We shouldn’t make too many proposals for things we don’t have/want to do. | | | |
| Discussed DBMS and the basics of the database for the project | | | |
| Discussed the front page of the project plan. | | | |
| Conclusions | WHEN WE ARE MEETING WITH CLIENT WE MUST HAVE CLEAR IDEAS, ASK ABOUT HIS CURRENT SITUATION, AND PROPOSE A BETTER SOLUTION! | | |
| We should have the company’s name and logo on the front page of the project plan. | | | |
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| Action items | | Person responsible | Deadline |
| Creating agenda for next meeting | | TEAM | Sunday |
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| Special notes |  |