**Meeting Minutes**

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| **Subject** | **Calendar and XML coding** | **Date** | **February 8, 2013** |
| **Facilitator** |  | **Time** | 5:00 PM |
| **Location** |  | **Scribe** | Jordan Moore |
| **Attendees** | Jordan Moore, Teddy Sterne, Yashi Yadav, Xinyu Cheng | | |
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| Key Points Discussed | | |
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| No. | Topic | **Highlights** |
| 1. | XML Encoder | Xinyu |
| 2. | HTML Table Renderer | Jordan |
| 3. | Calendar + Event Views | Teddy + Yashi |
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| Action Plan | | | |
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| No. | Action Item(s) | **Owner** | **Target Date** |
| 1. | Discover how to apply given XML Encoder for our application | Xinyu | 2/9 |
| 2. | Incorporate the JTree or some alternative group view for users | Jordan | 2/15 |
| 3. | Help with Calendar controller | Jordan | 2/8 |
| 4. | Have mostly functional calendar control and event viewer | Teddy + Yashi | 2/15 |
| 5. |  |  |  |
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