

# **Project Team Meeting Agenda**

7pm-7:30pm, Tuesday the 21st of October 2025, Discord

- 1) Welcomes and introductions
- 2) Apologies
- 3) Purpose of Meeting
- 4) Items for discussion
  - a) *Questions for Emilie regarding project*
  - b) *Ideas for AI implementation approach (Paula)*
  - c) *Ideas for backend implementation (Harvey)*
  - d) *Decide on regular team items*
  - e) *Discuss strengths and weakness of each team member and assign roles*
- 5) Any Other Business (AOB)
- 6) Time and date of next 2 meetings
  - a) TBC during meeting
  - b) TBC during meeting