20th May 2021

14:30-15:15 MS Team Conference



**D5: Check point Puff n Pie meeting #1**

Attendees: Supalux M. (D5), Thanate (D5), Pree (D5), Arch (D5), Soravit(D5), (D5), Daruswin (D5), Manichaya K. (D5),

2

Meeting Memo

Action Item and Issues

1. **Request more pictures for design Puff n Pie Website - Meal, Box, Event and others.**

K.Daruswin request more pictures (meal, box, event and others) for design web page.

Action: K.Soravit will request all picture from Photographer team and send to K.Daruswin. Use stock photo that team have already taken for first version of website for desktop version that will be on production on next Friday 28th May 2021.   
Options: to keep tone and mood of website, D5 team will take new picture of bakery, meal, box, event and others as per K.Daruswin request.

1. **Reserve TG’s studio for take new picture Ads.**

Action: K.Manichaya will contact concerned function for reserve a studio and others equipment for take a new Ads picture and others.

Options: If TG’s studio not available, D5 will set up a studio for take a new pictures Ads and others.

1. **Next check point on Tuesday 25ththth May2021’s morning.**

Minute taker: Manichaya K. (D5)