

# Meeting Minutes

## Weekly Meeting with team Meeting No: 1

### Meeting Details

Date:	12/10/2020
Venue:	Teams Channel
Attendees:	Arone Tien Man Todd
Apologies:	Dylan was busy with work during this current meeting.

### Information / Decisions

No.	Item
1.	Touching base with all team members: <ul style="list-style-type: none"><li>All team members swamped with work from outside courses currently.</li><li>Made it difficult to focus on the project currently.</li><li>Project is in final stages of development.</li></ul>
2.	Development left to complete: <ul style="list-style-type: none"><li>Employee dashboard</li><li>Login/logout</li><li>Kubernetes (maybe)</li></ul>

### Action Items

No.	Item	Who	By
1.	Complete employee dashboard	Tien/Todd	15/10
2.	Complete login/logout functionality	Arone/Dylan	15/10
3.	Establish Kubernetes (maybe)	Man	15/10