**THURS-10.30-3**

**Meeting Minutes**

**Semiweekly Scrum Meeting**

**Meeting No: 15**

|  |  |
| --- | --- |
| **Date:** | September 20th |
| **Time:** | 11:30 |
| **Venue:** | MS Teams |
| **Attendees:** | SangYeon Lee |
|  | Mitchell Gust |
|  | David Brown |
|  |  |
| **Apologies:** |  |
| **Copy To:** | Sachin Pathiyan Cherumanal |

**Agenda**

* Scrum Meeting
* Submission of Milestone 2

**Issues**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Issue** | **Discussion** | **Action** | **Member** |
| **1** | Scrum Master dropped out of the course. | Who takes over Scrum Master’s roles | - Lee is assigned to Backend  - Mitchell is assigned to Sprint Meetings | SangYeon Lee  Mitchell Gust |
| **2** |  |  |  |  |
| **3** |  |  |  |  |