**THURS-10.30-3**

**Meeting Minutes**

**Sprint 2 Planning Meeting**

**Meeting No: 9**

|  |  |
| --- | --- |
| **Date:** | August 23rd, 2020 |
| **Time:** | 11:30 |
| **Venue:** | MS Teams |
| **Attendees:** | Anh Nguyen |
|  | SangYeon Lee |
|  | Mitchell Gust |
|  |  |
| **Apologies:** | David Brown |
| **Copy To:** | Sachin Pathiyan Cherumanal |

**Agenda**

* Scrum Meeting
* Sprint II Planning Meeting
  + Task Allocation

**Issues**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Issue** | **Discussion** | **Action** | **Member** |
| **1** | Confusion with Sprint 0 naming | Whether the first sprint was meant to be purely planning. | No action needed. | All |
| **2** |  |  |  |  |
| **3** |  |  |  |  |