|  |  |
| --- | --- |
| Accent icon | Meeting Minutes |

# Call to order

A meeting of **SaltGlobal** was held at QUT Library Level 6 on **28th March 2017, 2pm.**

# Attendees

Attendees included **Jungwoo Lee and Alisara Alcaide.**

# Members not in attendance

**Tauroa Lesueur** and **Sean McGill**

# Meeting Goal

Create Release Plan and Sprint 1.

# Reports

This week is the last week to work on the user stories, release plan and sprint 1 before it is due. Jungwoo and Alisara met in the library to discuss the creation of the release plan. The team struggled at the start as we worked through the release plan, categorizing each user story as well as deciding on the timeframe each will take. In the end we decided to have categories such as “Searching”, “User Website Interaction”, Employee & Owner Only Features”, “Landlord Capabilities”, “Employee and Landlord Communication”. We also started working on the first sprint plan. The rest were to be continued by the group at their own time at home. Sean and Tauroa will continue working on the notes for acceptance criteria template as well as edit what Jungwoo and Alisara have done to ensure the quality of work is high.

# Meeting Adjourned

4pm