**When and Where: Roles:**

**Date**: 03/15/2024 **Primary Facilitator**: Andrew

**Start:** 4:00 PM **Timekeeper:** Colt

**End:** 4:45 PM **Minute Take:** Dawson

**Place:** Discord Project Channel **Attending:** Andrew, Colt, Dawson, Logan, Monikrishna

1. **Objectives**
   1. Discuss project architecture and solicit feedback from the team on design/modelling choices.
   2. Identify team’s feedback on project progress and challenges.
2. **Status [Allocated Time: 12 mins]**
   1. Logan & Dawson: Demo UI component mock-ups and/or discuss how web forms streamlines the process of building the entity, control, and boundary objects in general.
   2. Andrew: Demo and discuss class and sequence diagrams.
   3. Monikrishna: Discuss any further progress made on microservice architecture.
3. **Discussion [Allocated Time: 25 mins]**
   1. Revisit team members' proficiency and experience with proposed technologies and each person’s desired roles vs. project needs.
   2. Address any lingering concerns or challenges related to progress or direction of the project.
   3. Identify areas of the system which would benefit from exploratory prototyping.
   4. Consider how we are planning to present the demo if locally hosted.
4. **Wrap Up [Allocated Time: 8]**
   1. Reiterate any tasks for team members to be completed by the next meeting post-Spring Break.
   2. State the importance of feedback from and for each person.