

Meeting Minutes

Bi weekly meeting

Meeting No: 1

Sprint: 1

Meeting Details

Date/Time:	17/08/2021 5:30pm - 7:00pm
Venue:	Discord
Attendees:	Maxwell Reid Sefanur Erciyas Ewan Breakey Thomas Dib
Apologies:	N/A

Information / Decisions

No.	Item
1	Rundown of how the jira board is organised
2	Creation of AWS IAM accounts
3	Assigning features to team members

Previous Action Items

No.	Item	Completed?
1	Fill in Jira board	Yes
2	Create user story tasks	Yes
3	Create swagger document	Yes

Action Items

No.	Item	Who	By
1	Merge base code into existing code and frontend of login feature	Ewan Breakey	19/08/21
2	Research on microservices and begin contact us page	Thomas Dib, Sefanur Erciyas	19/08/21
3	Assigning tasks	Everyone	19/08/21
4	Begin logging in feature and set up microservices	Maxwell Reid	19/08/21

