

# Meeting Minutes

## Bi weekly meeting

Meeting No: 3

Sprint: 4

### Meeting Details

Date/Time:	09/10/2021 3:45pm - 5:30pm
Venue:	Discord
Attendees:	Maxwell Reid Sefanur Erciyas Ewan Breakey Thomas Dib
Apologies:	N/A

### Information / Decisions

No.	Item
1	Discuss implemented features
2	Discuss plan for the rest of the sprint - functionalities are done and are now being polished/refactored

### Previous Action Items

No.	Item	Completed?
1	Continue manage users page/functionality and shop owners deleting listings	Yes
2	Begin admins adding books functionality	Yes

### Action Items

No.	Item	Who	By
1	Refactor and internal documentation	Thomas Dib Ewan Breakey Sefanur Erciyas	15/10/21
2	Any necessary backend changes (on call)	Maxwell Reid	-