**Sprint Retrospective Meeting Minutes**

Project: Library Website

Attendees: (1) Gremillion, Stephanie (2) Jaime, Joshua (3) Mead, Andrew

(4) Navarro, Josejavier (5) Pittman, Douglas

Date: 11/18/22

Start time: 9:30 PM

End time: 10:00 PM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + We missed 3 user stories worth 21 points, but every developer achieved at least one user story and at least 5 points. Our velocity went from 59 to 38 points.
* Did we do a good job estimating the points (time required) for each user story?
  + We did a good job with point estimation but could improve by considering risk based on developer experience for our next sprint.
* Did each team member work as scheduled?
  + Yes, we all worked as scheduled and only missed three user stories.

What went right?

* Everyone attended each meeting and all but three user stories were completed.

How to address the issues in the next sprint?

* How to improve the process?
  + Slightly improved point and velocity estimation, but we did well overall.
* How to improve the product?
  + We have 15 user stories in the backlog and need to carefully choose what to accomplish for our next and final sprint.