

# Team Meeting

13/1/2020

11:00-12:00

SLB/101

**Meeting called by:** James Pearson (Project leader)

**Type of meeting:** General Meeting

**Attendees:** Entire Group 4

**Please read:**

## Minutes

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**Agenda item:** Item #1 **Presenter:** James Pearson

**Discussion:**

Welcome Back

**Conclusions:**

Action items	Person responsible	Deadline
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**Agenda item:** Item #2 **Presenter:** James Pearson

**Discussion:**

Scheduling conflicts

**Conclusions:**

To have a Monday morning meeting every week to discuss the previous weeks work, solve any issues that have arisen and to review any code. Any extra work sessions will be organized in these meetings as extra to the Thursday afternoon sessions.

Action items	Person responsible	Deadline
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**Agenda item:** Item #3 **Presenter:** James Pearson

**Discussion:**

Tasks going forward

**Conclusions:**

Need to develop roadmap and financial business plan. For the financial business plan projected costs and earnings need to be estimated.

User stories to be started

Action items	Person responsible	Deadline
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✓ Marketing costs	Becky and James C	27/01/20
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✓ Firebase costs	Joe and Jun	27/01/20
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✓ Making Money from app	Nathan and Louis	27/01/20
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Action items	Person responsible	Deadline
✓ Project roadmap	James P	27/01/20
✓ Start User stories	Entire Group	20/1/20

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### ***Other Information***

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**Observers:**

Enter observers here.

**Resources:**

Enter resources here.

**Special notes:**

Enter any special notes here.