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| Team Meeting | April 22nd 20221:00-2:00Webex |

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| Meeting called by: | Samerth Patel | Type of meeting: | Enter meeting type here |
| Facilitator: | Javier | Note taker: | Michelle |
| Timekeeper: | Shreya |  |  |

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| Attendees: | Samerth, Shreya, Michelle, Javier |
| Please read: | The finished powerpoints and notes on what we are saying while presenting |
| Please bring: | N/A |

# Minutes

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| Agenda item: | Distributing PowerPoint slides and figuring out what each person will present. | Presenter: | Samerth Patel |

#### Discussion:

We talked about the finished PowerPoint and the notes on what each member will talk about.

#### Conclusions:

We are finished with the presentation and discusses everyones parts so everyone is on the same page.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Discuss parts for presentation | Everyone | 4/27/2022 |
| * Look over notes | Everyone | 4/27/2022 |
| * Discuss flow for the presentation | Everyone | 4/27/2022 |