

Team Meeting - Week 2

Date Wednesday, 7 August 2019
Time 3:30pm - 5:00pm
Venue Room 5, Barry J Marshall Library

Attendees

Apologies

Name	Init.	Organisation	Name	Init.	Organisation
Beining Chen 22384298	BC	Team 26			
Rupert Hu	RH	Team 26			
Thiren Naidoo	TN	Team 26			
Jordan Russell	JR	Team 26			
Lachlan Russell	LR	Team 26			
Serhash Srivastava	SS	Team 26			
Oliver O'Neil	ON	Auditor			

1 Introduction

	Item	Action
1.0	Team introductions to ON ON recommended not becoming too set in one area of work, which the team agreed to	
1.1	Flask introduction: it is a python written, AWS targeting web framework which does not require libraries. Flask uses a RESTful API that can send JSON. A tutorial document is on the Useful Links Trello Board	
1.2	Flutter is a cross platform mobile app frontend framework, good for IOS, Android, can be used for web too. Flutter doesn't need a specific IDE, and it is a beginner-friendly framework. Flutter can use web request to communicate with a REST API. Flutter is written in Dart which is like JS	
1.3	Postgres is a relational database management system that can manage scalable databases. The reason why MySQL was rejected is that it does not scale quite as well size. PostgreSQL also is good at handling location based information which will be useful for our implementation. A document about this has been placed on the Shared Google Drive	
1.3.1	ON suggested using a database we are more familiar with than trying to learn a new system. The team was eager to learn something new and were interested in the long term scalability offered by PostgreSQL. It is believed that its DB language is similar to other SQL products for faster learning	

2 Tools

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	Item	Action
2.1	Team Charter is written in google drive, everyone can edit their roles if they feel like specialising in some areas.	
2.1.1	Team members agreed to switch roles at the close of each sprint. However ON suggested that the client liaison remain the same, as the client might become not appreciate changing contacts constantly	
2.2	Git is used to coordinate team members' work, and to store files. BC has never used Git before so team members are willing to give assistance. The Git approach will be branch based, with stories pulled off the main build then reviewed on return	
2.3	<i>Other topics skipped for time - will be reinforced over Slack which is already used</i>	JR

3 Client

	Item	Action
4.1	The client's request for a confidentiality agreement was raised and ON suggested that the team made the correct decision not signing it without consultation. In this situation where the team is working for free they should not take on any liability Addendum JR: A contract that does not meet the conditions of consideration (both parties receive something of value) is not valid, so it would not be enforceable regardless	
4.2	The features of the app have been reviewed.	
4.3	ON raised the point that we should identify the skill level of the client. If they have knowledge of this type of tech they may wish to make a decision in that regard. The group mentioned having discussed the backend and frontend decisions with the client, but will raise PostgreSQL as we omitted that in prior discussions	Team 26

5 Planning

	Item	Action
5.1	ON indicated risks that our group may have, the first being: Individuals focusing too much on their own areas and not understanding the project as a whole	All
5.2	The second being what happens during crunch? We have to avoid one person doing the bulk of the work because they have become an expert in one particular field that needs a lot of work. We have to focus on consistent work across all weeks, and not let one person take over too much	
5.3	ON suggests we send a document to the clients indicating the tech we wish to use, to keep a record of this decision	

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5.4	ON clarifies that minutes, booked hours spreadsheet and group timesheet should be submitted every week by the team manager, the unit name, team name and student number must be included.	
5.5	ON suggested that each personal reflection must be critical and specific. Focus on improvements and failures.	
5.6	Every group member checked what document is required for Sprints from CITS3200 webpage.	All

6 Open Discussion

	Item	Action
6.1	Team will clarify with the client again and plan a meeting next week.	TN