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| Meeting Log #1 | Date 4/20/21 | Duration-15 mins |
| What did you do  since the last  team meeting? | this is our first team meeting for M4 so we haven’t done anything yet |  |
| What obstacles  are you  encountering? | no obstacles because this is our first meeting |  |
| What do you  plan to  accomplish by  the next team  meeting? | we plan to make a list of obstacles and sprints that everyone will contribute to for milestone 4 |  |
| Notes |  |  |