**Meeting Agenda**

**Date and Time**: 10/27: 4:20 pm - 5:00 pm

**Invited personnel:** Adam Sloan, Nicholas Aaltonen, Daniel Wylie. Stanley Duru, Amar Taj

**Platform**: Discord

**Agenda items:**

1. Introductions of members
2. Create a plan for the first 3 milestones
   1. Individual Requirements list creation
   2. Collated list of requirements creation
   3. Barebone website creation

**Meeting Summary:**

**Date and Time**: 10/27: 4:20 pm - 5:00 pm

**Personnel:** Adam Sloan, Nicholas Aaltonen, Daniel Wylie. Stanley Duru, Amar Taj

**Platform**: Discord

**Summary:**

The meeting began with introductions from all members. The main topic of discussion was the plan for the first 3 milestones.

**Action Items:**

1. Create barebone of website – Stanley Duru (Due Nov 1st)
2. Create individual requirements- All members (Due Oct 28th)
3. Condense requirements and questions – Adam Sloan (Due Nov 1st)