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| Location: | Virtual |
| Date: | Tuesday 17 March |
| Time: | 730pm |
| Attendees: | Shawn, Jason, Terence |

# Previous Meeting Minutes Summary

# Send-off for each team member for their summer break

# Agenda items

1. Get Project started. Allocate tasks for each team member.
2. Terence focus on AWS Server back-end Research.
3. Jason Focus on creating MEAN Stack Front-End Template
4. Shawn Focus on C++ Back-end live streaming + Motion detection algorithm

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| **Action items** | **Owner** | **Deadline** | **Status** |
| Item 1 | Terence | Tuesday 17th | Complete |
| Item 2 | Terence | Tuesday 17th | Complete |
| Item 3 | Terence | Tuesday 17th | Complete |
| Item 4 | Terence | Tuesday 17th | Complete |