CIS 350 – Weekly Meeting Minutes Template

Hold a team meeting at least once a week in some format. Copy the template below into a new document, naming it CIS350-YYYY-MM-DD (replacing the appropriate date fields). Commit it to "meetings" folder of your project on GitHub. There should be a unique document for each meeting held.

Project name: Super BlackJack

Members present: Trevor, Markus, Brandon

Date: 4 - 14

Time: 11 am

Discussion points:
• final decisions for final release
• loose animation
Goals for next week (include responsibilities):

- Finish and polish GUI
- Finish and polish Write up
- Any last minute features implemented individually