

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: 2 - 19

Time: 11 am

Discussion points:

- Issues with implementation
- ways we can fix issues

Goals for next week (include responsibilities):

- Continue work on title screen
- Continue recording changes in write up
- Continue work on new betting