

Minutes

Board meeting

DATE

September 25th

TIME

7:00 PM

MEETING CALLED TO ORDER BY

Ibrahim Ahmad

IN ATTENDANCE

Ibrahim Ahmad, Etienne Vorms, Wendy Mbog, Madona Beshara, Saeed Ramez Fakhouri, Nagha Abdoul-Aziz Koné, Abderraouf El Khalil Karoun, Ryan Abdalla

APPROVAL OF MINUTES

The minutes were read from the September 18th meeting and were approved.

BOARD

The roles of each team member have already been chosen for the first sprint. As discussed in the last meeting, Saeed is in charge of the minutes, Ibrahim and Madona are working on the description of the project where they talk about the different features, Wendy will focus on the user stories, Abdoul on the task breakdown, and Etienne, Rayan, Khalil will be working on the GitHub making sure the repository and project workspace are taken care of.

REPORTS

We met to make sure everyone had done their parts correctly ahead of the sprint 1 due date. Each one of us shared what they had done, and we gave each other advice to make everything flawless. We also went through the grading grid to ensure that nothing was missing and that we had filled in all the blanks. Ibrahim and Madona made some changes to the description of the project on the spot, Abdoul and Khalil collaborated with Saeed and Ryan to handle the pull requests. Ibrahim also made sure to split the tasks and user stories ahead of sprint 2. Etienne and Wendy also provided input and collaborated in regards of the pull requests, as well as the splitting of user stories. We also completed the log file together.

ANNOUNCEMENTS

Some small tweaks can potentially be made before midnight, which is the deadline for Sprint 1. After that, we will need to shift our focus to the second sprint, in which we will need to start implementing our project through well-organized coding.

NEXT MEETING

October 2nd, Concordia University – CL Building 220