**[Meeting minutes template](https://github.com/gvsu-cis641/base/tree/main/meetings" \l "meeting-minutes-template)**

Team name: Team ACS

Members present: Navya Koppada, Vamsi Vura, Sai Divya Sree Areti, Shashank Kesari.

Date: 11/28//23

Time: 10.00 am-10.30 am

Discussion points:

* The agenda of the meeting is to preview the application and finalize the changes and complete the testing of the application.
* In this meeting, we finalized the changes by taking everyone’s suggestions and ran our application to ensure that everything is working and continue testing the application.

Goals for next week (include responsibilities)

* To complete the testing and to prepare the final presentation.
* We discussed what to include in the ppt and everyone will be working on their slides.