

# [Food Waste Management]

## Meeting Minutes (5)

Location: Virtual Meeting

Date: 07/07/2023

Time: 10:45 A.M

Attendees: Bharath Meduri and Suyes Sapkota

### Agenda items

During the meeting, we deliberated on the necessary steps to fulfill the outstanding action items by addressing the specific challenges we encountered. Furthermore, we directed our attention towards new enhancements, such as integrating a feedback form, establishing a cart management system, and generating essential documentation, which require implementation. The following points were discussed:

1. Develop and implement a feedback form.
2. Integrate the feedback form into the existing system.
3. Design and implement a cart management system.
4. Generate comprehensive documentation.
5. Review and revise existing documentation.

Action items	Assignees(s)	Priority	Status
<a href="#">To implement feedback form</a>	Suyes Sapkota	Low	To Do
<a href="#">To create cart management functionality</a>	Suyes Sapkota	High	To Do
<a href="#">To create necessary documentation</a>	Bharath Meduri & Suyes Sapkota	Medium	To Do

## Conclusion

The meeting focused on addressing outstanding action items, including the development of a feedback form and cart management system, as well as generating and reviewing comprehensive documentation, to enhance the existing system and improve user experience.