

# SOEN341 Meeting Minutes #1

WebGuys

First Meeting

Meeting Date: January 24, 2025

Location: Hall Building, Room 811

Attendees: Manlai, Noah, Chadi, Wadih, Axil

## **Attendees:**

Manlai, Noah, Chadi, Wadih, Axil

## **Absent:**

Ruso

## **Agenda Items:**

- Group members were introduced, and the group was officially formed.
- Brainstormed potential group names and unanimously decided on **WebGuys**.
- Discussed the formatting structure for meeting minutes as per project requirements.
- Reviewed the organizational structure of the group project, focusing on task division and collaboration.
- Discussed the timeline and specific tasks to complete for Sprint.

## **Votes:**

A unanimous vote was held to finalize the group name as **WebGuys**.

## **Next Meeting Agenda:**

- Each member will individually review the project requirements to gain a detailed understanding of the overall scope.
- Create GitHub accounts, join the organization, and access the shared repository.
- Assign frontend and backend roles to members.

- Divide Sprint 1 tasks based on roles and member strengths

**Next Meeting**

The date and time of the next meeting will be determined over text communication.

**Meeting Adjournment Time**

4:40 PM in Hall Building Room 811.