

# WeirWeather Group Meeting 6 Minutes

Date: 11:00, 21/10/19

Room: RC473

Minute Taker: Zack North

## 1 Attendance

Zack North, Callum Brooksby, Tesfu Gebremedhin, Alexander Ulrichsen, Mario Manca

## 2 Announcements

## 3 Review Previous Meeting Minutes

The previous meeting's minutes were reviewed and accepted by the group.

## 4 Actions from Last Meeting

#	Action	Assigned To	Progress
1	Research Individual Areas	All	Done
2	Rough Gantt Chart	All	Done

## 5 Agenda

### 5.1 Complete Project Planning Phase

### 5.2 Agenda for Proposer Meeting

## 6 Actions

#	Action	Assigned To	Deadline
1	Complete Work Breakdown Structure with Names	All	25/10/19
2	Complete Gantt Chart	All	25/10/19
3	Background Research Tasks	All	25/10/19