**Subject:** Team Meeting 4

**Project Name:** Pose Estimation for Livestock

**Facilitator:** Elwood

**Prepared by:** Raymond

**Mode:** Online (Discord)

**Date:** Monday, 25 August 2025

**Time:** 9:00 PM

**Attendees:** Project Team

**Absent:** Ulli

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| # | Agenda Item | Description/ Comments | Decision/Action | Who? | Items for escalation |
| 1 | What has been completed? | Held mock presentation + confirmed project roles | Presentation practice done, roles finalized | Project Team | None |
| 2 | What is in progress? | - Assigned TODOs for client call.  - Elwood & Benjamin working on human behavior model. | Prepare updates for client | Elwood, Benjamin | None |
| 3 | What is working well? | Clear role allocation and ongoing dataset/model work. | Continue with assigned tasks | Project Team | None |
| 4 | What needs improvement? | Need to integrate feedback and potential edits from mock presentation. | Adjust slides | None | None |
| 5 | Reminders | Upcoming client call + Presentation on Wednesday. | Be prepared with updates | Project Team | None |
| 6 | What needs to be completed before the next meeting? | Human behavior model trial + dataset tasks by Theo, Raymond, Alice, Tommy. | Complete by Friday | Assigned Members | None |