



# Meeting Minutes

<b>Date and Time</b>	23/01/2026 1:50 PM
<b>Project Name</b>	Study Buddy
<b>Meeting Goal</b>	<ul style="list-style-type: none"><li>• Agree code of conduct</li><li>• Agree group name</li><li>• Choose project</li></ul>
<b>Facilitator</b>	Lan
<b>Note taker</b>	Lan
<b>Attendees</b>	Ali, Nilay, Lan, Maywon
<b>Roundtable Updates (each group member to contribute)</b>	N/A
<b>Discussion points</b>	<b>.Group members/group name</b> <b>.Code of conduct</b> <b>.Github repository</b>
<b>Actions (list tasks and assign a group member)</b>	<b>.Group + group name decided (all)</b> <b>.Code of conduct discussed and created (all)</b> <b>.Potential project choice discussed (all)</b>

