Minutes of Meeting

* **Tasks** (T) - has an Owner and a deadline
* **Decisions** (D)
* **Information** (I) - everything else of interest

* Date: 16-01-23
* Time: 15:00
* Topic: Second Client Meet
* Goal:
* Attendees: #NAMES#

| Type | Description | Owner | Deadline |
| --- | --- | --- | --- |
| D | #DESCRIPTION# | - | - |
| T | #DESCRIPTION# | #OWNER# | #DEADLINE# |
| I | #DESCRIPTION# | - | - |

* Next meeting: 23-01-23