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| **[PGBGP] meeting minutes**   |  |  | | --- | --- | | Location: | ASU Slack, Zoom | | Date: | 1/28/21 | | Time: | 30 min | | Attendees: | Austin Derbique, Ryan Schmidt, Kirtus Leyba |   Agenda items   1. Talk about what we added to the proposal document 2. Talk about what still needs to be added, as well as review and correct mistakes  |  |  |  |  | | --- | --- | --- | --- | | Action items | Owner(s) | Deadline | Status | | Continue Filling in Project Proposal | All | 1/29/21 | Complete | | Edit, improve rough draft | Austin | 1/29/21 | Complete | | Fill out sections of Overleaf in LaTeX | Ryan, Kirtus | 1/29/21 | Complete | | Create Repository | Austin | 1/29/21 | Complete | | Submit Proposal | Austin | 1/29/21 | Complete | |