**SANTANDER MINUTES 10:30 15/12/2016**

Team meeting to decide project manager, Ali and Felix appointed as managers.

Decided to do initial research until lunchtime today in order to bring everyone up to the same level of understanding.

Another meeting at lunch to decide what direction to head in, and to appoint tasks and set up mini-teams for people.

Tasks and timelines will be written on the board.

Also decided to set up a joint GitHub account for everyone on the team. This will be set-up by Ali.

**SANTANDER MINUTES 12:00 15/12/2016**

Discussed the following bucketing approaches:

* Content based
  + Type of products owned, such as long / short term borrowing
* Customer based
  + Location, age, profession and other individual attributes
  + Research – George, Shanta, Datinder and Felix
* Item based
  + Compare items owned by customers and recommend
  + Research – Hemesh, Aki and Manual

Decided to spend some time on Customer and Item based bucketing.

Next meeting will take place on 16/12/2016, where we will decide which one of these approach to take.