

**Date:** February 26, 2025

**Time:** 3:00 PM - 4:00pm

**Location:** LEEP2 1322

**Objective:** Continue working on part 2 database requirements

**Team Members Present:** Alexandra, Sophia, Riley, Brandon, Vivian and Timo

**Task Completion Confirmation:**

- Sophia: database requirements rough draft (Completed)
- Brandon: database requirements rough draft (Completed)
- Alexandra: database requirements rough draft (Completed)
- Riley: database requirements rough draft (Completed)
- Timo: email professor saiedian and the TA's (Completed)
- Vivian: database requirements rough draft (Completed)

**Brainstorming Session:**

- Timo started out the meeting and saying we all should finish the document of the requirements
- Brandon went over the canvas description of the requirements of the assignment
- We all agreed to use hardware using our own laptops and school computers
- Brandon assigned himself to write introduction
- We all agreed to do SQLite
- We didn't know if the functional requirements had to be listed or as a paragraph
- We all got to write out a rough draft for the database requirements of including bullet points before putting them into paragraphs
- Vivian and Alexandra included non-functional requirements in the document

**Tasks Allocated:**

- Sophia: Upload and update meeting logs (due March 2) and work on document (due March 2)
- Brandon: Work on document and introduction (due March 2)
- Alexandra: Work on document (due March 2nd)
- Riley: Work on document (due March 2nd)
- Timo: Write an email about functional requirements if we have to list them out brief description or as a paragraph to the professor (due February 26)
- Vivian: Work on document (due March 2)

**Follow-Up Actions:**

Schedule the next meeting for March 5th, at 3:00 PM to discuss Project Part 3.