

Subject:	Meeting with circle solutions CEO	
Date:	September 3 rd 2024	time: 15:20 till 15:50
Place:	NHL stenden compus .room 1.064	
Present:	All of the members of group B	
Absent	-	
Chairman:	Amir Ranjbar	secretary : leventhe verse-bosckey
Information		
<ul style="list-style-type: none"> •Clients objective is making in intranets for companies and focusing on education and healthcare. •Suggested key massage for the homepage is “CONNECTING THE DOTS” •Website should be inspired by the Apple website minimal and user friendly. •Preferred color templets is light blue. •Contact info will be Circle solution Instagram page, email address, phone number •The budget would be 4500 euros. 		
Decisions		
<ul style="list-style-type: none"> •Start to design for the webpage individually. •Design the website as the client demands. •Contact with the client for the 9 weeks of the project and inform him about the process. •Modernize the Circle Solutions logo. 		
Action point		
What?	who?	When?
Setting the location for the meeting	rodrygo	15:15
Getting the contact information's	pharrell	15:30
Asking about the possible next meeting	milana	15:45
Asking to increase the budget	Amir	15:40
Next meeting *Date: September 3rd2024 *Place / platform: WhatsApp call *Time:9pm till 9:30		

Minutes maker : Amir Ranjbar