CSE 545 Spring 2020
Course Project Group Meeting Minutes Template

Group # **6** , Minutes for Face-to-Face Meeting # 60 minutes
Meeting Date: 2/14/2019

Meeting Starting Time: 3:00 pm   End Time: 4:00 pm

Location Nobel Library

Minutes Prepared by Asmi Pattnaik, Approved by L and group
members

List of Members

Team Member	Arrival Time	Departure Time
Sidharth Kulkarni (L)	3:00	4:00
Asmi Pattnaik (DL)	3:00	4:00
Prasoon Deva	3:00	4:00
Aditya Chavan	3:00	4:00
Sai Uttej Thunguntula	3:00	4:00
Mojca Stampar	3:00	4:00
Allison Low	3:00	4:00
Tejas Ruikar	3:00	4:00

Meeting Agenda :

The agenda of this meeting include

1. Next Meeting: February 20, 2019 @ 3 pm
2. Able to discuss the Design Document and assign tasks related to it to each team
   member
3. People working frontend – a. created basic design layout (pages/buttons

b. delegated tasks to team members

c. references were discussed to help provide help

    4.   People working backend – Designed and discussed the database design

    5.   Pushed the backend setup to Github

- **Completed and Current Tasks (Copy from last meeting new tasks)**

New Tasks to be completed before next meeting

Task no.	Task	Expected Completion date	Lead Member	Member(s) assigned to evaluate	Status
1	Frontend members meeting to discuss layout and come up with a high-level diagram	02/10	Mojca Stampar	Allison Low	Completed
2	Required Reading (FOR ALL MEMBERS) //to better understand flask https://blog.miguelgrinberg.com/post/the-flask-mega-tutorial-part-i-hello-world	02/12	Sidharth Kulkarni	Asmi Pattnaik	Completed
4	Start looking at the main account page for tiers 0-3	02/15	Tejas Ruikar	All frontend members (Allison, Mojca, Tejas, Aditya)	Completed
5	Backend setup (start working on user database)	02/13	Siddharth Kulkarni	All Backend members (Sai, Prasoon, Sid, Asmi)	Completed

New Tasks to be completed before next meeting

Task no.	Task	Expected Completion date	Lead Member	Member(s) assigned to evaluate	Status
1	Front end members to design detailed flow	02/21	Mojca Stampar	Allison Low	In Progress
2	Login and Account Management	02/21	Sai Uttej	Siddharth Kulkarni	In Progress
4	Completing and submitting Design Document	02/17	Siddharth Kulkarni	All members	In Progress
5	Designing and implementing Databases	02/21	Siddharth Kulkarni	All Backend members (Sai, Prasoon, Sid, Asmi)	In Progress