**CIS 350 – Weekly Meeting Minutes Template**

Hold a team meeting at least once a week in some format. Copy the template below into a new document, naming it **CIS350-YYYY-MM-DD** (replacing the appropriate date fields). Commit it to “*meetings*” folder of your project on GitHub. There should be a unique document for each meeting held.

Project name: Catan

Members present: Owen H., Owen W., Sam R.

Date: 04/09/2025

Time: 6:20

Discussion points:

• Worked side by side on the project to ensure all bugs get fixed

• Successfully merged our work to be able to work on one file

• Figured out how to change and automate player turns

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Goals for next week (include responsibilities):

• Work on document upload (Owen W. works on cover page, Owen H works on graphs, Sam works on testing)

• New unit tests (Owen W works on Player)

• Sam works on menu to manually add and remove cards

• Wrap it up