**A Brush Up Internal Management System**

*Team Meeting Minutes*

**Date:** 3/5/2023

**Time:** 7:30PM – 8:30 PM

**Location:** Discord Call

**Head of Meeting/Minute Taker:** Anthony D’Alessandro

**Attendees:**

Mouaz Ali

Anthony D’Alessandro

Scott Kinnie

Pooja Shah

**Absent**: Yash Maisuria (Medical)

**Meeting Points**

* Discussed objectives for Milestone #3 requirements;
  + Identified which major functionalities to incorporate next such as creating invoices, adding invoice retrieval features, and adding more functionality to the user login system (different privileges for managers and the ability to edit accounts).
  + Scott and Mouaz agreed to work together on expanding the database to account for the additional functionalities that will be added.
  + The team agreed on developing a better front-end design in which Anthony and Pooja will be taking on most of the responsibility.
  + The team analyzed some of the documentation requirements for Milestone #3.
* Scott helped the team troubleshoot the demo process for presenting in class;
  + Anthony was able to get a working demo on his laptop.
  + Pooja made progress and only has to fix some minor issues to get a working demo on her laptop.

**Next Meeting Plans**

**Date:** 3/19/2023

**Time:** 7:30PM - 8:00PM (Approximate)

**Location:** Online/Discord

**Potential Meeting Points**

* Discuss progress towards implementing the next major functionalities.
* Discuss responsibilities for completing Milestone #3 documentation.