Minutes of Client Meetings

Project Name: ACME8-GCISL-FullStackApp

Client Name: WSU Granger Cobb Institute for Senior Living (GCISL)

Date: 01/13/2025

Time: 12:00 PM - 12:30 PM

Location: Online Zoom Meeting

Attendees:

- **Client Representatives:**
  - Cory Bolkan
  - Darcie Bagott
- **Project Team Members:**
  - Justin Keanini
  - Naomi Dion-Gokan

1. Agenda

- Showing the client a recap of the progress made.
- Receive and record feedback to be implemented.
- Mention future implementations.

2. Meeting Summary

Introduction:

- Cut and paste FAQ and Get Involved page to clients.
- Asked Cory about the research and logs pages:
  - Delete the research tab from the admin side and put the projects and links in the Get Involved page.

Client's Requirements:

- Use more of the information content from the previous site for our front-end pages.
- Give up on the news feed feature idea.
- Use matching abstract images for the pages and make sure they are related to the topic.

Key Discussion Points:

- Brainstorm ideas about adding more content related to our database.
- Display images that show the heart of the organization.

Action Items:

- **Action 1:** Revise Frontend Content Using the Previous Site – Review and select text from the old site that can enhance the new frontend pages per client request.
- **Action 2:** Select and Implement Abstract Images – Choose thematic images that align with the organization's mission to visually enrich each page.

3. Project Milestones Discussed

- Requirements specified (related to what would happen in the Admin and volunteer dashboards)

4. Next Steps

- Fix the database issues related to the hosted website.
- Continue refinement of project features and discuss technical solutions for upcoming challenges.

5. Next Meeting

- **Date:** 1/27/2024
- **Time:** 12:00 PM - 12:30 PM
- **Location:** Online Zoom Meeting

Meeting Notes Prepared By: Justin Keanini **Date:** 01/13/2024