

Minutes of Client Meetings

Project Name: ACME8-GCISL-FullStackApp

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

Date: 10/7/2024

Time: 03:00 PM - 03:40 PM

Location: Online Zoom Meeting

Attendees:

- Client Representatives
 - Darcie Bagott
 - Cory Bolkan
- Project Team Members
 - Naomi Dion-Gokan
 - Teni Olugboyega,

1. Agenda

- Address issues with the current project
- Potential changes to the User Interface
- Additional functionality to the website

2. Meeting Summary

- **Introduction:**

We discussed current issues with the project, especially the UI

Got some feedback of changes to make and the priority of the changes

- **Client Requirements:**

- Change the layout of the gallery pictures
- Change the images on the homepage
- Remove whitespace in about page

Key discussion points:

Functionality : Changing the functionality of contact page

Design: Remove unnecessary and redundant information, new design with a lot less whitespace

Decisions Made:

- We decide to switch frameworks and use react instead for the project
- We decided to look at inspiration from retirement websites and change the entire layout of the project site.

● Action Items:

- Action 1: Team to implement all the new forms of the pages
- Action 2: Team to explore other potential site improvements and report findings and get the ok in the next meeting.

3. Project Milestones Discussed

- Prototype version 1 to be delivered by 10/14/2024
- User testing phase to be completed by 10/14/2024

4. Next Steps

- Schedule next meeting for review of updated designs
- Continue refinement of project features and discuss technical solutions for upcoming challenges.

5. Next Meeting

- Date: 10/14/2024
- Time: 03:00 PM - 03:30 PM
- Location: Online Zoom Meeting

Meeting Notes Prepared By: Teni Olugboyega

Date: 10/7/2024