**SPONSOR MEETING MINUTES**

*For meeting: Wednesday 03/05/2014*

**Team Name: jBehaving**

|  |  |  |  |
| --- | --- | --- | --- |
| Start Time: | 6:00pm | End Time: | 7:00pm |

*Attendance:* ✔ or ✖

|  |  |
| --- | --- |
| *Ashley Finger* | ✔ |
| *Bai Xiong* | ✔ |
| *Cody Lanier* | ✔ |
| *Cody Prior* | ✔ |
| *Daniel Gallegos* | ✔ |
| *Michel Watson* | ✔ |

Met with the Project Sponsor/Client: **Juan Calderon**

**AGENDA ITEMS -** Agenda prepared by *Cody Lanier*

1. Review and approve **Meeting Report** for the last meeting.

Approved

**OLD business items**.

1. none

**NEW business items.**

1. Go over Project Charter
   1. improvements and feedback received from Mr. Calderon

|  |  |  |
| --- | --- | --- |
| **Next Meeting Date: unknown** | **Start time** | **End time** |