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# Minutes of meeting with the Customer (#3)

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**Place:** Gloschaugen, Room

**Date:** 29 August 2013

**Time:** 16:00

**Members present:** Peder Kongelf, Agnethe Soraa, Tomas Dohnalek, Jan Bednarik, Milos Jovac

**Members not present:** (none)

**Agenda items covered:**

#	Item
1	Approval of agenda
2	Approval of minutes from last meeting.
3	Requirements.
4	Other issues.

**Decisions:**

#	Decision	Reason
1	More information about minutes.	Provide more information about
2	More technical issues in appendix.	Provide more information about
3	Send customer link with notes.	We all can
4	Research and use Testflight.	
5	Scaling decision.	
6	Not focusing much on testing.	
7	Milestones are not connected to sprints. Additional milestones can be added. We can use hard-coding for milestones.	
8	We have to create a better agenda.	
9	We will use Gantt-chart and burdown chart.	
10	Documentation should show the changes not to rewrite it.	
11	We have decided to end our Sprint0 prematurely and start Sprint1 on Monday 2 September.	
12	Be more active and independend. Try to make decisions.	
13	Only a part of team can make decisions, not whole team is neccessary.	

14	Instead of story points we will use hours. We will fill worked hours on story into Gravity.	Gravity supports only hours, it is usefull to compare estimate hours and real hours.
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#### Action items:

#	Action items	Who	Due date
1	Correct previous minutes		
2	New labels in gravity: admin, report, tools/tech		
3	Research Hockey		
4	Put paragraph in report about scaling down the project and main taks is domain.		
5	When we start working replace QA paragraph in Project plan with explanation how do we want this app to work.		
6	Put decision why we choose Gravity to Report		
7	Change our milestones. Use milestones from google docs. Turn them to stories.		
8	Change the limitation paragraph out the research. Find a tool.		
9	Colorcode skill table. Do risk analysis.		
10	Put into report that we all equal, we don't need roles,		
11	Plan the meeting for Monday.		
12	Stories out of scope should be mentioned in final report.		

#### Finished action items:

#	Action item	When	Who
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#### Summary:

**Next meeting:** 2 September 2013, exact time TBA

**Meeting adjourned at 18:00.**