**Meeting Minutes**

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| **Subject** | **Meeting 3** | **Date** | **2/4/16** |
| **Facilitator** |  | **Time** | 10:15AM |
| **Location** | Classroom | **Scribe** | Alex |
| **Attendees** | Korey, Charles, Alex | | |
|  |  | | |

| Key Points Discussed | | |
| --- | --- | --- |
| No. | Topic | **Highlights** |
| 1. | Meet 2/5/16 10th hour | CS Lab |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |
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| Action Plan | | | |
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| No. | Action Item(s) | **Owner** | **Target Date** |
| 1. | Screen review | Alex |  |
| 2. | Feasibility of writing/porting | Charles |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
|  |  |  |  |