**30/1/19 Minutes**

Confirmed team name: End Gain Solutions.

Confirmed application name: Film Friction

Confirmed team roles: Jo – Project Manager, Steph – Lead Designer, Steve S – Lead Developer, Steve D – Head Tester and Carl – Documentation. All members will also contribute to the development of the application (Coding).

Set initial tasks, to be completed and uploaded for 4/2/19:

1. Each team member is to design a team and app logo. Logos are to be reviewed and final designs to be selected on 6/2/19.
2. Each team member is to draft a person/job description for the greenlight document, to be uploaded by 4/2/19.