Meeting Log

Meeting Schedule

- **Day:** Friday or Saturday
- **Time:** Any time between 6:00 PM Friday and 8:00 PM Saturday
- **Location**: Virtual meetings via Discord or Zoom
- Exceptions from this scheduled permitted as availability shifts

Meeting 1

- Meeting not precisely scheduled and was instead conducted over several days virtually.
- **Team Members Present:** Full attendance
- **Objective:** Determine availability and complete Part 1.
- **Tasks Completed:**
    - Centralized communication channel established
    - Contemporary member availability determined and documented over when2meet.
    - Part 1 write-up organization and structure determined
    - Overall project goals discussed
    - Part 1 sections written, reviewed, and approved
    - GitHub repository created

Meeting 2

- **Date and Time:** 03/01/2025 to 03/02/2025
- **Location:** Virtual
- **Team Members Present:** Full attendance
- **Objective:** Organize and complete requirements document, discuss early implementation details of database, establish essential entities and relationships
- **Tasks Completed:**
    - Part 2 write-up structure and details determined
        - Adapted project overview and scope sections (Darshil P)
        - Identified potential stakeholders and use cases (Aryan K)
        - Discussed potential functional requirements for items, client memberships, transactions, and reports (Chase C, Matthew P)
        - Discussed additional non-functional requirements (Aryan K)
        - Identified key entities and detailed potential attributes (Chase C)
        - Documented ideal hardware and software requirements (Darshil P)
        - Created glossary and appendix for further clarification and documentation (Matthew P)

    - Part 2 sections written (Darshil P, Aryan K), reviewed (Chase C, Carson A), and approved (Carson A)
    - Documents pushed to GitHub repository (Carson A)

Meeting 3

- **Date and Time:** 03/16/2025
- **Location:** Virtual
- **Team Members Present:** Full attendance
- **Objective:** Discuss database implementation details, further refine conceptual model, create corresponding ER diagram
- **Tasks Completed:**
    - Include revised project overview and scope sections (Darshil P)
    - Redefine major entities and relationships (Darshil P)
    - Refine entity and relationship attributes (Chase C, Matthew P)
    - Determine cardinalities within relationships (Chase C, Aryan K)
    - Create ER diagram according to specifications (Chase C)
    - Cross-verify conceptual model with ER diagram
        - Resolve inconsistencies and determine design choices (Aryan K)
    - Updated appendix sections (Carson A, Matthew P)
    - Push documents to GitHub repository (Carson A)

Meeting 4

- **Date and Time:** 04/06/2025
- **Location:** Virtual
- **Team Members Present:** Full attendance
- **Objective:** Map the ER diagram into a Relational Schema Diagram and document any relevant information
- **Tasks Completed:**
    - Create Project Overview and update glossary (Aryan K)
    - Identify relations and create corresponding table (Darshil P, Chase C)
    - Define attributes and domains for each relation (Darshil P, Matthew P)
    - Determine primary keys and establish foreign keys (Darshil P, Aryan K)
    - List any functional dependencies (Chase C, Aryan K)
    - Merge shared attributes of items into Item generalization (Aryan K, Darshil P)
    - Create Relational Schema diagram according to specifications (Darshil P)
    - Compare the completed logical model with the ER diagram and review any differences (Carson A, Chase C, Matthew P)
    - Updated appendix sections (Carson A, Matthew P)
    - Push documents to GitHub repository (Carson A)

Meeting 5

- **Date and Time:** 04/25/2025 - 04/27/2025
- **Location:** Virtual
- **Team Members Present:** Full attendance
- **Objective:** Create the physical implementation of the Library database using MariaDB and document the process
- **Tasks Completed:**
    - Create Project Overview and update glossary (Carson A)
    - Create DDL scripts (Darshil P, Matthew P)
    - Create Data population scripts (Aryan K)
    - Create SQL queries that test the databases' functionality (Chase C, Matthew P, Darshil P, Aryan K)
    - Document physical schema, other processes, and write conclusion (Darshil P, Chase C, Aryan K, Carson A, Matthew P)
    - Push SQL files and documents to GitHub repository (Aryan K, Carson A)