**Charaf Lachouri, Group 2, 2-1-2023**

**Minutes**

* **­­**Attendees:
  + Everyone
* 6:50
  + Elected lead
    - Tatiana Uklist
* 6:55
  + Discussing potential projects
    - Database System for Charaf’s friend used car dealership
  + Kevin raised we need to find a project robust enough with multiple deliverables we can spread across the group
  + Sami suggested we list our competencies, everyone agrees
  + Competencies
    - Sami
      * Python, DBMS, ML, Big Data, etc; anything data-related, Django framework, databases, etc.
    - Tatiana
      * Workflows, data viz, project management
    - Kevin
      * Python, tableau, data viz, data clean-up
    - Charaf
      * R, Python, ML, SQL, C++, Tableau
    - Tanner
      * R, Python, modeling, data viz, geospatial data, digital advertising
  + Gather options of clients
    - State-park non-profit clean-up
    - Charaf & Sami’s friend and his car mechanic shop
* 7:00
  + Professor joined at
    - Tossed around ideas
    - Mentioned VNO auto-shop was all paper, and the team digitized their work
    - Emphasized we need to envision success for the client, as well as ourselves
    - Team Tiger anecdote – setbacks each week, people quitting, people getting sick, but setbacks became their identity
    - Common theme – build a team culture
    - Emphasizes we all need to support Tatiana as much as possible
    - We divide the project up among ourselves and the team lead helps out here and there
    - Hardest part is coming up with the objectives that is maintainable and measurable; easy to say you want create something, **but it’s hard to say create something measurable and attainable**. Keep this in mind when building the charter document.
* 7:16
  + Prof leaves
  + Kevin mentions his skills in data clean-up
  + Sami mentions how datagration, his company, can potentially help provide resources like ML on SaaS. Could leverage big-data capabilities
* 7:20
  + Next steps:
    - Tatiana reaches out to her friend to see if they have big data
    - Charaf & Sami reach out to their friend
    - Tanner uploads meeting minutes to sharepoint
    - Everyone submit meeting minutes individually
    - Everyone send bi-weekly status reports on Feb 4
    - No multiple meetings this week, but we establish that Sunday evening works for everything if we need extra meeting time
    - Next week we start working on our project charter – due on Feb 15