***Team Name* Meeting Minutes**

**Date**

Attendees: List all team members and ~~strike out~~ those missing

Chris Lebovit

Courtney Hill

James Setliff

Kacheef White

Charles Young

Items Discussed and Decisions Made:

* Chris L. :The initial layout of the page
* Courtney H.: Add/remove feature for the task board
* James S.:Integrating the chat aspect
* Kacheef W.: Filling out the database
* Introduce and Assign Charles Young to possibly do backend work

Action Items:

* Get the master branch populated with base template
* Next weeks meeting prep
* Get the database fields

Note: For our purposes, each student is to post the meeting minutes to their personal repository.