

# Minutes



**Location:** Microsoft Teams

**Date:** 4/15/2020

**Time:** 3:00 PM

---

## **Attendance**

Katrina Leighton

Chris Fredericks

Katrina Leighton

## **Agenda Items**

1. Reviewed a couple last-minute features added
2. Provided some training on how to use the software.

## **Action Items**

None