|  |  |  |  |
| --- | --- | --- | --- |
| **MEETING MINUTES** | | | |
| **Project Name** | GearShare | | |
| **Meeting Name** | Project Prototype Finalization | | |
| **Meeting Facilitator** | Cirus Chakma | | |
| **Meeting Details** | Date: Friday, 22nd November,2024  Time: 5:30pm – 7:00pm | | |
| **Meeting Invitees** | Maheen Siddique, Linton Dsouza, Cirus Chakma | | |
| **Minutes:** | | | |
| **Topic** | | **Summary of Discussion/Decision** | |
| Project Prototype Finalization | | Final design was completed and was a successful functional prototype according to project objective. Additional modifications were done and final project items were organized to push onto github. | |
|  | |  | |
| **Action Items:** | | | |
| **Description of Action** | | **Assigned to** | **Date Required** |
| Presentation | | Maheen Siddique, Linton Dsouza, Cirus Chakma | 28th November,2024 |
|  | |  |  |