| **Team Meeting** | **3/1/2024****3:15 PM****Zoom** |
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| **Meeting called by:** | Marley Burrows | **Type of meeting:** | Milestone 2 Meeting |
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| **Facilitator:** | Marley Burrows | **Note taker:** | Eric Cheeley |
| **Timekeeper:** | Chiyle Briggins |  |  |

| **Attendees:** | Marley Burrows, Eric Cheeley, Chiyle Briggins, Regan Wilson |
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| **Please read:** | Milestone 2 Assignment description |
| **Please bring:** | Background Information |

# ***Minutes***

| **Agenda item:** | Milestone 2 | **Presenter:** | Marley Burrows |
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#### **Discussion:**

In this meeting, we prioritized dividing Milestone 2 work.

#### **Conclusions:**

We concluded that Marley will complete the WBS related diagrams, Eric will complete the use cases and requirements document, Regan will complete the use case diagram, and Chiyle will complete the research and APIs.

| **Action items** | **Person responsible** | **Deadline** |
| --- | --- | --- |
| * Complete dedicated work | All group members | 3/5/2024 |
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