# Meeting Agenda

Attendees: James Peterson IV, Brenden Driver, Kamari Williams

1. **Roll call**

The following persons were present: James, Kamari, Brenden

1. **Open issues**
   1. Milestone 2 Assignment of Work (**DUE FEB 27th)**

i) Meeting Agenda/Meeting Minutes (**Easy**): Brenden

ii) Work Breakdown Structure (WBS) (**Hard**): James

iii)Gantt Chart and Network Diagram (**Hard**): Kamari

iv) Detailed Requirements Document (**Easy**): Kamari

v) Fully Dressed Use Cases(**Hard**): Brenden

vi) Use Case Diagram(**Easy)**: Brenden

vii) Research on Other Systems(**Easy**): Brenden

viii) API Descriptions(**Easy**): James

1. **Adjournment**

Facilitator Name adjourned the meeting at time.

Minutes submitted by: Brenden

https://us06web.zoom.us/j/83103926345

Meeting Minutes

Delegated assignments to team members:

* Assigned to Brenden: Meeting Minutes, Uses Cases, Use Case Diagram, Research on Similar Systems
* Assigned to James: Work Breakdown Structure, API Descriptions
* Assigned to Kamari: Gantt Chart and Network Diagram, Detailed Requirements Document