# Meeting Minutes

##9-17-15 @2:00pm##

### **Discussion Notes:**

## Action Items brought to the table:

- Project Spec Rough Drafts
  - o Finished:
    - Nate
    - Dylan: Half finished
    - Spencer

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## Action Items to work on for next meeting

- Power Point Slides
  - Nate works on Risks
  - Spencer works on Core Functionality
  - o Dylan works on Quality Portion
- Project Backlog
  - o Dylan made template
  - o Everyone work off template to add backlog items
- Project Spec
  - o Everyone work more on their drafts
- Email Crk before meeting
- Meetup Monday Sept 21st to bring everything together

#### Other Notes:

Jira setup is going slower than intended. Need to demo SonarQube for Crk

##Meeting ended at 3:35## 1 hour and 35 mins total