

Meeting Minutes

##9-22-15 @4:45:00pm##

Discussion Notes:

Action Items brought to the table:

- Work on Project Spec Pieces
 - Dylan finished
 - Nate Finished
 - Spencer Finished
- Work on project backlog
 - Spencer knocked out a huge junk of this
- Meet Monday 22nd 5:15 pm to compile all documents together
 - Nate couldn't show up due to family emergency
 - Spencer and Dylan did a great job bringing together Project Backlog and Project Specification from the pieces
 - Nate worked Tuesday 22nd to finish slides.

Action Items to work on for next meeting

- Project Plan
 - We will all work together on this one when we meet next
- Risk Plan
 - Spencer took responsibility for forming this up, will continue to put it all together once we meet again on Thursday 24th
- Quality Plan
 - Dylan took responsibility for forming this up, will continue to put it all together once we meet up again Thursday 24th
- Sprint Planning Doc
 - Nate took responsibility for forming this up, will continue to put it all together once we meet up again Thursday 24th

Other Notes:

Met with Drk. Crk to go over our project spec. He seemed to like it. He would like to see us working with some stack and coding in it ASAP. Also Thursday the 24th we will figure out when we will sit down for a long period of time to finish up all of this stuff.

##Meeting ended at 5:35##