Cheryll Singh

MENTOR MEETING 3

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**Date: 4th Aug 2020  
Duration: 6pm - 6:30pm  
Location: ZOOM Meeting**

ATTENDEES

Harpreet Singh, Jayden Kean, Leen Alzebn, Miracle Pule, Zureen Hanif

# AGENDA

## **Discussion**

* Updated client questions
* Reviewed our project and proposal portfolio status

# ACTION ITEMS

1. Complete necessary documents that are yet to be added onto

# NEXT MEETING’S AGENDA

* Preparation for client meeting and finer tweaks to make certain we address all that is to be clarified

# MEETING MINUTES LOG

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| Duration: | Topic: |
| 6:00 - 6:10 | Updating client questions |
| 6:10 - 6:30 | Reviewed proposal reqs, evaluated what should be done |
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