Meeting Minutes

Call to order

A meeting of **Team 98** was held at **Google Hangout / Workshop** on **29/08 and 30/08**.

Attendees

Attendees included **Kurtis Mason, Matthew Swan, and Steve Nguyen and Justin** for the workshop and just **Matthew and Justin** for the online meeting.

Members not in attendance

Members not in attendance included **Gabor, Kurtis and Steve for the online hangout.**

Approval of minutes

Matthew Swan	
Gabor Molnar	
Tuong Nguyen (Steve)	
Justin Manche	

Reports

During the workshop we brought together our individual sections and finalised the release and sprint plan. Justin also suggested that we use JIRA as it is easier to work with for adding in steps and separating stories into sprints. We implemented this in the workshop and transferred over the user stories from github.

Unfinished business

All required work was completed in the workshop, the assessment items were zipped and submitted.

New business

Begin the process of selecting components for each member and beginning the sprint 1. This will commence next meeting on monday the 04/09.

Announcements

Gabor has returned and should be in attendance for the workshop next week. Release and Sprint planning is completed.