

Meeting Minutes

Call to order

A meeting of **Team 98** was held at **Workshop** on **25/10**.

Attendees

Attendees included **Everyone** for the workshop. Our team did not have a online meeting due to other assessment and late work.

Approval of minutes

| | |
|----------------------|---------------|
| Matthew Swan | <i>Matt</i> |
| Gabor Molnar | <i>Gabor</i> |
| Tuong Nguyen (Steve) | <i>Steve</i> |
| Justin Manche | <i>Justin</i> |

Reports

- Sprint 2 is complete, JIRA tasks added
- Tasks have been chosen for each member

Unfinished business

- Continue work on sprint sections for each developer
- Demonstrate and talk with the Client

New business

- Work on diagrams for the smart city project
- Update burndown charts

Announcements

During the meeting we discussed the burndown chart our individual progress and artifacts. We decided to include a reviews section and careers feature for the smart city project so that some of the developers had more artifacts.