| Team Meeting | Date: 04/04/2023Time: 6:00PM - 7:00PMLocation: Online via Discord |
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| Meeting called by: | Gabriel Eaton | Type of meeting: | Weekly Meeting |
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| Facilitator: | Gabriel Eaton | Note taker: | Collaborative Effort |
| Timekeeper: | Gabriel Eaton |  |  |

| Attendees: | Gabriel Eaton, Gianna Bauzil, Tomasz Brauntsh |
| --- | --- |
| Please read: | Generated ideas from first session |
| Please bring: | Six ideas (two from each category) for us to discuss |

# Minutes

| Agenda item: | Discuss all team’s ideas | Presenter: | Team Conversation |
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#### Discussion:

We were all assigned to come up with six ideas, two ideas for each category, of policies that could be used to minimize negative impact on jobs.

#### Conclusions:

All team members present submitted all their ideas.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Tomasz’s ideas | Tomasz | 04/04/2023 |
| * Gabriel’s ideas | Gabriel | 04/04/2023 |
| * Gianna’s ideas | Gianna | 04/04/2023 |

| Agenda item: | Selected ideas to make to final presentation | Presenter: | Team Conversation |
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#### Discussion:

Group conversed and selected the ideas that would be our main point in the final presentation.

#### Conclusions:

The main points of our presentations were selected and we will find sources or supporting writing for them before next week’s meeting.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Group discussion on which ideas we will use going forward | Team effort | 04/04/2023 |

| Agenda item: | Found sources for number of ideas | Presenter: | Team Conversation |
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#### Discussion:

Present team members spent the last few minutes of the meeting finding sources or articles supporting their main points.

#### Conclusions:

A few sources were found, the present members of the group will find more in their own time.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Find sources | Tomasz | 04/11/2023 |
| * Find sources | Gabriel | 04/11/2023 |
| * Find sources | Gianna | 04/11/2023 |

# Other Information

#### Observers:

None available.

#### Resources:

None available.

#### Special notes:

All team members that did attend this week’s meeting accomplished exactly what was desired.