**Meeting Minutes**

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| **Subject** | **Final Project Wrap Up and Turn In** | **Date** | **2/17/2013** |
| **Facilitator** | John McCormack | **Time** | 1:00pm |
| **Location** | Lambda Chi Alpha Fraternity House | **Scribe** | John McCormack |
| **Attendees** | Chris Andrews, John McCormack, Isaac Sanders, Ethan Campbell (sick so left right away) | | |
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| Key Points Discussed | | |
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| No. | Topic | **Highlights** |
| 1. | Arranging Minutes | Composed all of our minutes together |
| 2. | Coding | Finalized all of our code |
| 3. | Documentation | Putting together all of our final documentation and wrapping everything together to turn in |

| Action Plan | | | |
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| No. | Action Item(s) | **Owner** | **Target Date** |
| 1. | Finish Team Evaluations | ALL | 2/17/2013 |
| 2. |  |  |  |