**Attendance**

Jordan – present

Kayleigh – present

Kaan – absent

**Agenda Items**

1. Clean up CSS and HTML formatting
2. Finalise website

|  |  |  |  |
| --- | --- | --- | --- |
| **Action Items** | **Owner(s)** | **Deadline** | **Status** |
| 1 | Jordan and Kayleigh | 03/06/22 | Complete |
| 2 | Jordan and Kayleigh | 03/06/22 | In Progress |