**Meeting Agenda:** Group 5

**Date:** 8th January 2025

**Time:** 1pm

**Location/Platform:** in-person Cross Keys

**Chair:** Esther

**Note taker:** Jenna

**Agenda**

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| --- | --- | --- |
| **Item** | **Person** | **Time** |
| Review progress | All members | 30 mins |
| SQL queries | Jenna | 15 mins |
| MS Access database discussion | All members | 10 mins |
| Next steps | Ross | 15 mins |
| MySQL issues address | Only Esther and Jenna | 1hr 20 mins |

**Meeting End:** 2.10pm (Emily and Ross) 3.30pm (Esther and Jenna)

**To do:**

1. Complete remaining SQL query scripts:
   1. Emily 5-7
   2. Ross 8-12
   3. Esther 13-16
   4. Jenna 17-19
2. Ross to begin reproducing data in MS Access.
3. Jenna to update GitHub and create sql scripts to manually import csv files.

**Date of next meeting:** in-person 14th January 12.30pm