**Project Meeting Minutes Part - 3**

**Project Name: Data-Driven Evaluation of Toronto Apartment Buildings**

**Attendees:**

* Jibin George – 0832593
* Jibin Kuruppassery Sebastian – 0829897
* Kailas Krishnan Radhakrishnan Sudhadevi - 0850313
* Vishal Ramesh Babu - 0832438
* Yashas Mysore Srihari – 0851592

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| **Date and Time** | **Location** | **Attendees** |
| Oct 03, 3:00 to 5:00 PM | Outside College | Everyone participated |
| Oct 06, 2:00 to 5:00 PM | Outside College | Everyone participated |
| Oct 13, 2:00 to 5:00 PM | Outside College | Everyone participated |

**Agenda Items:**

Agenda Item 1

* Discussion: We revisited the challenges we faced with the previously identified dataset, noting its limitations in missing values, insufficient data points, and inconsistencies that hinder our analysis. Each of us shared insights from our independent research on potential alternative datasets, focusing on government databases, real estate repositories, and city open data portals. We identified a few promising options, but we need to conduct further investigation to ensure they meet our project requirements for data completeness, evaluation categories, and compliance scores.
* Action item/task (assigned to each individual)

All members will review the identified alternative datasets and meet again to finalize the dataset selection in the next meeting.

Agenda Item 2

* Discussion: We discussed potential ways to pivot our approach if we encounter ongoing dataset challenges, including narrowing our analysis scope or adjusting research questions to focus on more accessible data points. We laid out an initial strategy to incorporate feature engineering techniques to address data gaps and ensure meaningful analysis. Additionally, we proposed investigating building permits and inspection data as potential metrics for evaluating compliance trends over time. We found data covering the years 2017 to 2023, with 40 columns for the data before 2023 and 71 columns for 2023, of which 50 columns represent categories for evaluating building scores. We will analyze this data to gain insights into building compliance and performance trends.

* Action item/task (assigned to each individual)

We will lead the effort to explore feature engineering techniques to handle incomplete datasets effectively

Agenda Item 3

* Discussion: We outlined key next steps and agreed on deadlines for finalizing the dataset, cleaning the data, and conducting initial analysis. We also confirmed a schedule for data exploration and feature identification to ensure all tasks are completed before our next project milestone.
* Action item/task (assigned to each individual)

Each member will analyze assigned sections of the dataset and bring preliminary insights to the next meeting for review.

**Any additional Notes:** All members are fully engaged and committed to ensuring the success of this project, despite the challenges faced. Regular check-ins and clear delegation of tasks have been effective, and the team remains optimistic about finding a suitable dataset for comprehensive analysis.

**Next Meeting date and time:** Oct 16, 3:00 to 5:00 PM