

Meeting Notes 10th February 12:30-13:30

Agenda: Planning and filling out Kanban board

Time: 12:30-13:30

Date: 10/02/2023

Present: Benjamin Theron, Daniel Glider, James Andrew, Jonathan Parker, Louis Lusso, Oliver Medzinskii

Discussion points:

- Finalise the idea for the project.
- Add to the backlog.

Idea:

- A points system for doing sustainable activities in rooms around campus while students travel between lectures.
- More points will be given for rooms/buildings that haven't been visited in a while.
- Examples of sustainable activities include:
 - Turning off lights
 - Picking up rubbish in rooms
 - Turning off unused plug sockets
 - Closing windows.
- A picture will be taken of the room after these have been done and this will be verified by gamekeepers before points are allocated.

Further minutes:

- The policies and resources of the project were finalised. These aimed to encourage participation in the project as well as make code more readable and portable between members of the project.
- The first iteration of the backlog was created and the parts were given priorities in the project using the Moscow Matrix.