Team:            Backend Team B
Attendance:

        Present:        Andrew Wells
                        Josh Kerbaugh
                        Evan Miller
                        Daniel Talley
                        Adam Cress

        Absent:
                        None

Date:            9/4/14
Location:        Library study room
Start Time:      10:55am
End Time:        11:40am

Agenda:

   I.   Discussion Items
        1. Risk Management Plan due Tuesday
           - Will be completed by Andrew Wells(PL) and Josh Kerbaugh(PM) time 9/10/14
        2. Team Name
           - Alongside Team B, the group decided on a team name "Spicy Unicorn"
        3. Method of Communication
           - Possibilities: Skype, Teamspeak, Mumble
           - Likely to add a voice chat in the future for remote teamwork
           - For now sticking to email communication
        4. Cover Page Template
           - Will be completed by Evan Miller by the next deliverable (RMP) 9/10/14
           - Shared information with Space to add in unique information
           - Comic Sans?
        5. Website / Sharedrive
           - Josh Kerbaugh created a website and sharedrive for the project and will email the group their details.
        6. Working ahead
           - Get as much done on future documents as possible
                   i. TP, DP, UID, etc.
        7. Interface
           - Andrew wants Josh's plans for the website's interface
        8. Updating documents based on Tan's comments today in class
                   a. Meeting Minutes
                   b. SPP
                   c. WBS
   II.  Open Items
                   i. A specific member for documentation
                   ii. Database host – Google Drive
   III. New Issues
                   i.  Front end independent of database
                      -Need to adjust our design to compensate for this
                   ii. Josh and Adam switching positions
                      - Josh to Developer

- Adam to tester