#Minutes of the Meeting

**Introduction**

Minutes of the Meeting - February 4, 2015

**Details**

**Meeting Location:** Room 213  
**Meeting Date:** February 4, 2015  
**Start Time:** 9:45 am  
**End Time:** 11:00 am  
  
**Team Members Present**  
Clarence Carillaga  
Pauline Gabrielle De Ocampo  
Phil Harvey Burgos

*Meeting Minutes*  
**1. Topics Discussed**  
- Advisor for the project  
- Project Proposal  
- Meetings with the previous group and the client

**2. Items Agreed Upon**  
- Have Sir Allan Cotecson as the Project Advisor  
- Research and test possible plugins in Yii that will be useful for the project  
- Contact previous group for more information

**3. Items to be Clarified**  
- Sir Allan's free schedule  
- Previous group's free schedule

**4. Next Things To Do**  
- Project Advisor form  
- Contact Previous Group: Project Manager c/o Pauline  
- Project progress: Familiarize with the existing system

**5. Conclusion**  
- Have progress for the project. Familiarize with the system and test some plugins to improve it. Show progress to Sir Allan.