- Review of last week's tasks
  - Team leader presents current status
  - Team members present completed tasks
  - Pending tasks w/ catch up steps are discussed
- New tasks for the next week
  - Plan new tasks and update them on the management board
- Technical issues/challenges

Gabby
- brainstormed application ideas
- met with team on 2/4 to decide on project and scope
- team leader starting this week
- made elevator pitch slides
- presented pitch on 2/7 to class
- challenges
  - confused on if we also submit our meeting minutes to the coordinator when we meet without them, or just the 45 minute time slot meetings

Viet
- also brainstormed application ideas
- also met with team on 2/4 to decide on project and scope
- researched viable database options to use for the project
  - MongoDB!
- began familiarizing self with MongoDB
- also presented pitch on 2/7 to class
- challenges
  - unfamiliarity with MongoDB
  - concerns about integration with the rest of the tech stack

Harper
- Brainstormed application ideas
- Met with team on 2/4 to decide on project and scope
- Researched and tested out options for receipt OCR
  - Azure Document Intelligence API
  - Taggun API
  - Google Cloud Vision API
  - Easy OCR
- Presented pitch on 2/7 to class
- Challenges
  - Trying to choose the best option is difficult since I am pretty unfamiliar with the technology

Kacie
- Brainstormed application ideas

- Team meeting on Feb 4 to discuss which project we want to do and finalize the scope
- Brainstormed features, came up with a tech stack,
- Created the GitHub Repo, invited our members to it, and wrote a quick README file.
- Presented pitch on Feb 7
- Challenges- none so far