

# Group Meeting #13

**Date** 22 July 2015  
**Time** 10:00 am  
**Location** Roopak's Office - WT704B

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## Attendees

Joshua Son, Paul Lee, Sean Young, Roopak Sinha.

## Minutes Recorder

Joshua Son.

## Absences

Jason Gerbes.

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## Meeting Agenda

- Discuss the cancellation of the Auckland Council app.
  - Discuss the revised version of the project plan.
  - Get Roopak's advice on new project plan.
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### 1. Approval of minutes of the last meeting

- 1.1. The group is in agreement that the minutes of the last meeting are an accurate record.
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### 2. Discussion of Project Development

- 2.1. Jason was unable to attend due to illness.
  - 2.2. Roopak gave the following advice:
    - 2.2.1. Gather requirements from Luminary.
    - 2.2.2. Collate documentation for portfolio.
    - 2.2.3. Look into splitting the project into important modules.
    - 2.2.4. Have log books up to date.
    - 2.2.5. Look into splitting research between group members.
    - 2.2.6. Plan and design the app.
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### 3. Meeting Arrangements

- 3.1. A project status report will be created.
  - 3.2. Josh will discuss the outcome of the meeting with Jason.
  - 3.3. Each member must ensure their log books are up to date.
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### 4. Adjournment of Meeting

- 4.1. There being no other business, the meeting was adjourned at 11:00 am.
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### 5. Next Meeting

**Date** To be decided.  
**Time** To be decided.  
**Location** To be decided.

We will create the project status report and prepare for the mid-project review. A meeting before the review will take place if possible.

A meeting with the whole group, Roopak and Luminary will be arranged in the near future.

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