**Team: Waterfall Date: 04/17/2017**

**Start time: 9h50 End time: 10h 05**

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| Member Name (indicate) | Summary of what was completed since last meeting | Summary of what is planned to be completed by next meeting | Summary of what is getting in their way? |
| Ocean  Present from start to end of meeting? YES  Is Scrum Master?  NO | Reflection and review | 1 & 3 | Easter and Imad |
| Andrew  Present from start to end of meeting? YES  Is Scrum Master?  YES | Reflection and review | Story 6 | Easter and Imad |
| Scott  Present from start to end of meeting? YES  Is Scrum Master?  NO | Reflection and review | Story 3 | Easter and Imad |
| Robert  Present from start to end of meeting? YES  Is Scrum Master?  NO | Reflection and review | Story 11 | Easter and Imad |