# PROJECT NAME: FEED

## Meeting Minutes

Date of meeting: Sep 12, 2020

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| --- | --- |
| Present: | Buctuanon, Marisa  Balanlay, Jiann  Resuello, Jenny  Sibayan, Alvin |
| Next meeting: | Sep 18, 2020, 4:30 PM, Virtual Meeting (Google Meet) |

1. Review of the minutes of the previous meeting

* Approval of the sprint

1. Discussion

* Issues
  + Project Charter/New Project
    - The team agreed to continue on the current project since no submission of a new idea has been made. But it was convened via group chat prior the virtual meeting to continue to work on the current sprint.
  + Version of the tool development
    - The tools to use are C# and MySQL. However, there is a need to update the version of the application being used so as to avoid coding challenges.
* Project Status
  + Presentation
    - Everyone presented the sprint assigned in Trello.
  + Highlights from presentation
    - Approval of the sprint.
    - Creation of video how to make a local server and push codes in the repository using github c/o Ma’am Marisa.
    - The solutions/codes are not yet integrated but the team will a lot a time to consolidate the output. For the meantime, the team will utilize the google drive as temporary repository.
* Outcomes
  + Approved sprint of the following.
    - Updated Project Charter template of Sir Alvin
    - Data Privacy Consent Form (English Version) made by Ma’am Jenny
    - Application to connect MySQL to C# Ma’am Jiann
  + Completed Tasks
    - Connected IP Camera to C# Application by Ma’am Marisa
  + New Sprint
    - Data Privacy Consent Form (Cebuano Version) c/o Ma’am Marisa
    - Initial user interface design c/o Sir Alvin
    - Temporary repository of project files via Google Drive c/o Sir Alvin
    - Database Creation c/o Ma’am Jiann
    - Save captured images to DB c/o Ma’am Jenny
    - Capture Images from live IP Camera c/o Ma’am Marisa
  + Documentation
    - Assigned team member in the creation of the minutes of the meeting will rotate follows:

- Ma’am Marisa

- Ma’am Jiann

- Ma’am Jenny

- Sir Alvin

1. Action Item

List the items that needs to be discussed.

* Approve the tasks assigned in the latest sprint.
* Assign task for the next sprint.