**MEETING MINUTES**

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| **MEETING CREATED BY:** | Brandy | **MINUTE TAKER:** | Manali Bordia |
| **FACILITATOR:** | Calley | **TIME KEEPER:** |  |
| **TYPE OF MEETING:** | Project Discussion | | |

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| **DATE:** | Thursday, 15 February 2018 |
| **TIME:** | 10:30 AM |
| **LOCATION:** | Conference Room B |

**ATTENDEES PRESENT:**

1. Bharat

2. Brandy

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| **AGENDA** | | **PRESENTED BY** |  |
| 1. | Transform the code | Brandy |  |
| 2. | Optimize the code | Brandy |  |
| 3. | Campaign Summary | Brandy |  |
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| **DECISIONS** | | | |
| 1. | Prepare campaign project summary | | |
| 2. | Optimize the code so the data loads faster | | |
| 3. | Do unit testing | | |
| **NEW ACTIONS** | | **ACTION TO BE TAKEN BY** | **DATE TO BE ACTIONED BY** |
| 1. | Rewrite the code and come up with generic code for transformation | Bharat | Monday, 19 February 20189 |
| 2. | Unit testing | Bharat |  |
| 3. | Share connection information | Shree and Sai | Thursday, 16 February 2018 |
| 4. | Prepare campaign excel | Bharat | Monday, 19 February 20189 |
| 5. | Come with 10 campaign specific questions | Bharat | Monday, 19 February 20189 |
| **NOTES** | | | |
| Database name is newPompTest  Test enviroment is Postgress  Take jobid as primary key | | | |

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| **SUBMITTED BY:** | Manali Bordia | **APPROVED BY:** |  |