

## Client Meeting Agenda

**Date:** 28/08/2019

**Time:** 5:00 PM to 7:00 PM

**Location:** Hancock

**Library room 3.39**

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<b>Meeting called by:</b>	Kundu Gui	<b>Type of meeting:</b>	Team meeting
<b>Facilitator:</b>	Kundu Gui	<b>Note taker:</b>	Kundu Gui
<b>Timekeeper:</b>	Kundu Gui		
<b>Attendees:</b>	Joseph Meltzer, Safeer Syed, Kundu Gui, Sayed Zulfikar, Xiangyu Chen, Zifeng Liu, Rui Zhang, Yichen Li, Lingyu Xia		
<b>Please read:</b>	None		
<b>Please bring:</b>	None		

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<b>Agenda item:</b> Demonstrate the demo	<b>Presenter:</b> All members
<b>Agenda item:</b> Code consulting	<b>Presenter:</b> All members
<b>Agenda item:</b> Rehearsal of the AUDIT2	<b>Presenter:</b> All members
<b>Agenda item:</b> Expecting for Sprint2	<b>Presenter:</b> All members
<b>Agenda item:</b> Notify time and location for AUDIT2	<b>Presenter:</b> Kundu
<b>Agenda item:</b> Arrange the time and room for the next client meeting.	<b>Presenter:</b> Kundu