

PHP TEAM
Regular Meeting of Software Developers
Monday, November 29, 2010, 4:00 p.m.
Skype

1. Call to Order—Leah Wegner, Vice Team Leader
2. Members Attending: Brett Hitchcock, Cynthia Rempel, Abhay Patil, Chaylo Laurino, Alex Nilson, Scott Beddall, Colby Blair and Steven Long
3. Leader's Report: NA
4. Team's Report: Colby completed the shell for the database interface and migrated his team's files, Cynthia wrote some documentation and migrated some of her teams files, Leah, Alex, Scott and other team members were not clear on what they were expected to do.
5. Some members attending agreed to complete user mock-ups of menus for different roles – officer, admin, and user, Scott agreed to complete a CSS
6. Cynthia agreed to compile a Power Point for the class on Thursday, which meant the team had to have their contribution for the Power Point completed by 5 p.m. Thursday.
7. Unfinished business:
8. UML diagrams, presentation and written documentation for HW6
9. New and Continuing business:
 - Team members will complete their agreed upon tasks
 - UML diagrams, presentation, and written documentation for HW6
10. Date of next meeting: **8:00 p.m. December 1, 2010, via Skype**
11. Adjournment