Team 9
Minutes of the meeting of Team 9
Urban Sciences Building, 1 Science Square, NE4 5TG
On Thursday 7th February 2019, at 15:30

Present:

Emil Delvaux	*Vilius Kaulinskas*	*Robert Stepanov*
Emily Harrison	*William Kershaw*	
Ethan Gwilliams	*Callum Nicholson*	
Nicholas Ng		

- M I N U T E S –

1) Apologies for absence: **1**
   Helen Evans – Academic

2) Minutes of the Last Meetings to carry out today:
   (i) Reviewing Progress
   (ii) Ensuring everyone is linked to the team GitHub

   The Minutes of the last meeting held on the 31/01/2019 were taken as read and agreed. A detailed document of this meeting can be found on the communal online file space.

3) Meeting Report:

(i) Reviewing Progress
   The website team revised the homepage design and worked on how to push these files onto their GitHub repository.
   The programming team worked on setting up their GitHub and how to push their Java files onto their GitHub repository.
   The documentation team worked on making corrections from the draft specification based on the feedback given from submission

(ii) Team on GitHub
   Everyone is now connected to the GitHub account excluding Emily Harrison and Ethan Gwilliams, this will be brought up in the next meeting/s.

4) Matters and Actions to be sorted and undertaken at next meeting/s:
   (i) Reviewing Progress
   (ii) Ensuring *everyone* is linked to the team GitHub

5) The arranged date and time for the next meeting is:

Thursday 14th February 2019, 15:30

N.B: If anything arises demanding immediate attention of the Team, a special meeting can be called.

MEETING CLOSED AT 16:13

Chairperson: Dated:

HelenEvans   20/02/19