

Meeting Log

Date: March 6th, 2025

Time: 5:30 PM - 6:30 PM

Location: Microsoft Teams

Objective: Develop our ER model and conceptual modeling for the project

Team Members Present: Holden, Michael, Blake, Logan, Nifemi

Task Completion Confirmation:

- **Holden:** Signed up for an AWS account and got connected to the shared database
- **Michael:** Signed up for an AWS account and got connected to the shared database
- **Logan:** Signed up for an AWS account and got connected to the shared database
- **Nifemi:** Signed up for an AWS account and got connected to the shared database
- **Blake:** Signed up for an AWS account and got connected to the shared database

Requirements Engineering Completion Session:

The primary goal of this meeting is to confirm the completion of the requirements engineering phase and ensure that the entire team is on the same page regarding the completed work. This is true from both a requirements perspective and a documentation perspective and ensures that there is no misalignment of expectations going forward.

Tasks Allocated:

- Michael will work on defining the loanable items entity and the entities that inherit from it by 3/11/25
- Nifemi will work on writing the project overview and scope.
- Logan will define the client entity and its corresponding relationships
- Blake will define the transactions entity and its corresponding relationships.
- Holden will work to visually arrange and finalize the implementation of the ER diagram.

Follow-Up Actions:

- Schedule the next meeting for March 13th, 2025, at 5:30 PM to develop our conceptual modeling plan and start the bulk of the work for the conceptual modeling phase.