

# TL + PM Meeting

12 OCTOBER 2020 | 6:00 PM PST | IN-PERSON

## Attendees

Rachelle Gelden, *Tech Lead*  
Parsa Rajabi, *Project Manager*

## Agenda

### Last Meeting Follow-up:



### New Business:

Topic of Discussion	By	Action (Y/N)
→ Project Schedule / Timeline	PR	N
→ Priorities per milestone	PR	N
→ Acceptances Criteria Per milestone ◆ Jeff to do	PR	Y
→ Schedule in Retro ◆ November 11th - Midpoint ◆ November 25ht - After milestone ◆ Parsa to let team know	PR	Y
→ Epics ◆ Parsa and Rachelle to meet again to create issues	RG	Y
→ List of Documentation ◆ To discuss in future as a team	PR	Y

## Notes

- Milestone #1 - Oct 12 - Nov 25
  - 44 days
- Milestone #2 - Nov 25 - Feb 24
  - 91 days
- Final - Feb 24 - April 13
  - 49 days

## Decisions

- ★ Milestones and project schedule dates on Asana

## Action Items

Note: all action items should be made into GitHub issues

### Everyone

- ☐ To complete tutorials by October 30th

### Parsa

- ☐ Look into Heroku in more detail
- ☐ Split wireframes between Parsa & Alex on Wednesday
- ☐ Clean up Requirement Document prior to submission

### Alex

- ☐ Create a project terminology section for Friday

### Rachelle

- ☐ Husky Investigation
- ☐ CI/CD
- ☐ Linter
- ☐ Team decisions
  - ☐ Database Type
  - ☐ JS Type -- provide information to team on wednesday, team decide on friday
- ☐

### Jeff

- ☐

### Questions for Bowen

1. What are some documentation needed for course

### Questions for Twila

1. What will a member search look like for an unregistered user?

### Future Items: