**Meeting Minutes – 19/02/2019**

* Meeting commenced at 14:00
* Work agreed to do in previous meeting checked over – all complete minus diagrams.
* GitHub project board updated.
* Work set out to do for meeting (short term) including commit base project files.
* Team members began setting out the work required for the first sprint.
* James has decided to take an even split of mobile / web whilst Jo will begin investigating the Java desktop application. Struan will then (when the base mobile functionality has been laid out) begin working on more important customer features.
* The group is to revise API development ASP (C#) for the next meeting.
* Due to discussed and agreed prior commitments, Reece was unable to attend today, however a rundown meeting has been arranged for tomorrow at 20/02/2019.
* Work began immediately on the above proposed sprint.
* Additional meetings (3) were planned before the end of the meeting.
* Meeting dates are: tomorrow (James is away for RedHat lab) (catch up meeting for Reece), Tuesday next week (26) from 14:00 onwards and Wednesday next week (27) from 10:00 onwards.
* Meeting ended at 15:30.