

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 13

Meeting Details

Date:	28/09/2021
Venue:	Discord
Attendees:	Daniel Rylan Justin Mo
Apologies:	N/A

Information / Decisions

No.	Item
1	Discuss the Milestone 3 requirements
2	Pick what user stories we are attempting to fulfill this sprint
3	Begin preparing Sprint 3 planning notes + backlog

Action Items

No.	Item	Who	By
1	Begin the implementation of tasks assigned	The team	
2	Begin preparing Sprint 3 planning notes	The team	Next meeting