Meeting Briefs 12.04-16.04:

* Due to other priorities these meetings were kept short and aimed only to discuss how sprints were handled, via a presentation held by Ercan Kilic. (present in this working directory as “sprints.pptx”)
* Throughout the given week, the team agreed on the structural approach and documentation of sprints
* Attendance:
  + 12th: Everyone present
  + 16th: April Bates absent