SMT201 Group 5

Meeting Minutes  
22 October 2023

**Opening**  
Meeting was called to order at 1240hrs on 22 October 2023 on Telegram chat by Seah Chi Hao.

**Present**  
Seah Chi Hao  
Lim Zi Yuan Wilfred  
Marcus Tan

**Absent**  
*None*

**Approval of Agenda**  
*Emergency meeting*

**Approval of Minutes**  
*Emergency meeting*

**Business from the Previous Meeting**  
*Emergency meeting independent of previous meeting(s).*

**New Business**  
Project poster:  
Chi Hao suggested that the team spilt the work and start working on layout of poster, logo and name of project.

Finalise poster layout:  
We finalised the rough poster layout and finalised what maps to include into our poster based off the draft GIS analysis.

**Additions to the Agenda**  
*None*

**Agenda for Next Meeting (following previous meeting minute)**  
Do up final GIS analysis based on methodology:  
Finalise GIS analysis for project poster map.

**Adjournment**  
Meeting was adjourned at 1400hrs by Seah Chi Hao. The next meeting will be on 25 October 2023, 1530hrs at SMU.

**Minutes submitted by:** Seah Chi Hao

**Approved by:** All members