SMT201 Group 5

Meeting Minutes  
07 November 2023

**Opening**  
Meeting was called on 07 November 2023 at 2000hrs over Telegram chat/call by Marcus Tan.

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

**Absent**  
**Approval of Agenda**  
The agenda was unanimously approved as distributed.

**Approval of Minutes**The minutes of the previous meeting were unanimously approved as distributed.

**Business from the Previous Meeting**  
Update on findings:  
Each member shared their thoughts on the findings from QGIS map. We unanimously agreed on a final analysis.

Finalise extend of map:  
Marcus and Wilfred suggested to include only the key area of interest, Derna Flood extent, than the whole Derna City map. After some debate the team agreed to do so, to both save space and be clearer in our analysis by zooming into an area with the most difference in accessibility pre- and post-flood.

Finalise Poster Layout:  
Made some adjustments to the layout as team unanimously agreed to include more analysis. The team also decided to show the map with a rotation of -20° to save some space taken up by the map.

**New Business**  
Finalise Poster:  
Finalise poster and analysis for submission.

Include tabular data in Poster:  
Chi Hao suggested including tabular data to better visualise the drop in accessibility caused by the flood. The team unanimously agreed.

Include satellite imagery:  
Wilfred suggested including satellite imagery to show the real damaged caused by the flood and further back our analysis with real pictures of damage. The team unanimously agreed.

**Additions to the Agenda***None*

**Agenda for Next Meeting**  
Finalise Poster:  
Finalise poster and analysis for submission.

**Adjournment**  
Meeting was adjourned at 2030hrs by Seah Chi Hao. The next meeting will be on 08 November 2023, over Telegram.

**Minutes submitted by:** Seah Chi Hao

**Approved by:** All members