**Meeting Notes**

**WHEN:** Tuesday, September 19th @ 4:00

**PURPOSE:** First meeting. Set to start the project plan and set up team roles

**ATTENDANCE:** Cole Bartley, Sean Hammell, Wesley McDougal, Vincent Dick, Ethan Dirks. Sean was a little late, as he had a class.

The first thing on the agenda was to decide team roles. Those are included below:

**Project Leader:** Cole Bartley

**Scribe:** Vincent Dick

**Programmer 1:** Ethan Dirks

**Programmer 2:** Sean Hammell

**Quality Assurance:** Wesley McDougal

We then went to fill out the Project Plan. We all discussed what to write while Vincent put our conversations into words on the document. We ended up having a few questions on how we were supposed to fill out the project plan, so Wesley met with our TA during his office hours to get further clarification.

**WHEN:** Thursday, September 21th @ 5:00

**PURPOSE:** Continue the project plan

**ATTENDANCE:** Cole Bartley, Sean Hammell, Vincent Dick, Ethan Dirks. Cole was a little bit late due to an interview. Wesley is sick, so he could not show up

We continued the project plan. We kept discussing what to put on there, while Vincent put it into words. This meeting was cut rather short, as we still had a few more questions for our TA on how to fill out the project plan. Cole Bartley emailed our TA for last clarifying questions before finishing the project plan.