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|  | 🞂 Group 2 Meeting Minutes  Date: November 26, 2024  Time: 6 pm  Facilitator: Ranique Huggins |

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|  | Opening  The weekly meeting of Group 2 was called to order at 6:00pm on November 26, 2024  In Attendance   * Sohaib Chachar * Tobey Chan * Ranique Huggins * John Nasseh   Absent  N/A  Approval of Objectives  The objectives were unanimously approved as distributed.  Objectives   * Decide on a date for our final meeting before presenting * Discuss this week’s division of labor * Finalize the PowerPoint * Divide time presentation time among members * Practice the presentation   Action Items   * Finalize the report for submission, Tobey volunteered to edit and submit the final report on the group’s behalf * In light of thanksgiving break, any group activity will be asynchronous and group members are tasked with submitting a timed audio recording of their talking points to the discord channel. * Since all the research has been entered into the PowerPoint the group can go forward with making it visually appealing. * Ranique, being the facilitator for this week takes note of the points raised by each group member and agrees to draft and forward this week’s meeting minutes to each group member for their review and approval before submission.   Objectives for Next Meeting   * Finalize the presentation * Present in class   Adjournment  The meeting was adjourned at 7:00pm by this week’s facilitator. The group will work asynchronously until the day of presentation.  Minutes submitted by   * Ranique Huggins   **Minutes Approved By**   * Sohaib Chachar * Tobey Chan * John Nasseh |