Attendance:

[David Miall](mailto:dm1306@york.ac.uk)

[Boris Choi](mailto:kyc527@york.ac.uk)

[Sam Perry](mailto:ssp526@york.ac.uk)

[Peter Gillingham](mailto:pg850@york.ac.uk)

[Brandon Stainton-Scarth](mailto:bjss501@york.ac.uk)

Items arising from previous meeting:

* Module contract signed
  + Comment:
    - Expected timing of each part of the agreement?
    - Failure should be avoided

Current Items:

* Finance
  + Budget too large
    - Check APR
  + Spreadsheet missing full expected cost
    - Add expected labour pay
  + Spreadsheet missing expected development budgeted balance
    - Add budget
* Func. Spec.
  + Alter scope to adjust for labour shortage
    - (also to meet 1st iter)
  + Fill user story
* QA
  + Mentioned - issues are to be solve but low priority

AOB:

Missing people - email chase on akif

Actions Arising:

* Finance - Mon wk10
* Func. Spec. - till next meeting
* QA - N/A

Next meeting - Wed wk10 4pm - to be agreed by Mon