**Project Team Meeting**

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| **Project Name:** | Vihari (Tentative) |
| **Purpose:** | To brainstorm and discuss new project ideas with the project team and analyzing the feasibility of the project across different OS like iOS, Android and Web Based Application. |
| **Day, Date & Time:** | Tuesday, 05/09/2023 & 12:00PM to 02:30PM |
| **Location of Meeting:** | CH3300, Colden Hall |
| **Attendees:** | Pydi Venkata Satya Ramesh Adapa (Project Manager), Jyothsna Pamarthi (Team Lead), Anjali Bhogireddy (Full Stack Developer), Sushmitha Yelamakonda (Tester), Jagadeesh Ponnam (Scrum Master), Ravi Chandra Yalla (Full Stack Developer) |
| **Absentees:** | None |
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**Agenda:**

* Introductions of attendees
* Explanation of purpose and goals of the meeting
* Brainstorming session for new project ideas
* Open discussion of new ideas and feasibility
* Selection of the most promising idea and next steps
* Background of project
* Discussion of other important topics
* List of action items from meeting

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| **Action Item** | **Assigned To** | **Due Date** |
| Brainstorm new project ideas | Whole Team | 05/10/2023 |
| Analyzing feasibility of the projects | Project Manager | 05/10/2023 |
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**Date and time of next project team meeting:**

Wednesday, May 10th, 2023, at 12:00PM, CH3300 Colden Hall.