**4/18/23**

# Team Meeting 7:30PM

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| --- | --- | --- | --- |
| **Attendees:** | Altin Marku, Thoa Le |  |  |
| **Please read:** | Our Presentation |  |  |
| **Please bring:** | N/A  ***30 Minutes*** |  |  |
| **Agenda item:** | Discuss our progress on our presentation | **Presenter:** | Xavier Ruiz |

**Virtual - Discord**

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| --- | --- | --- | --- |
| **Meeting called by:** | Xavier Ruiz | **Type of meeting:** | Progress Update |
| **Facilitator:** | Xavier Ruiz | **Note taker:** | Xavier Ruiz |
| **Timekeeper:** | Xavier Ruiz |  |  |

**Discussion:**

Do we need more information? If so, how could we include it or omit previous information? Also, have each presenter discuss their part of the presentation

**Conclusions:**

Understanding each other's roles/sections.

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| --- | --- | --- |
| **Action items** | **Person responsible** | **Deadline** |
| ✔ | All team members | Next Meeting |

Continue assigned section

## Other Information

**Observers:**

N/A

**Resources:**

N/A

**Special notes:**

N/A