## CITS3200 Team 15

## Minutes of Meeting x held on Month Date, Year

Present: Chauntelle, Thomas, Iffah, Elon (Haoyuan), Qiulan

Apologies:

Absent:

Meeting Started:

Project manager:

Minutes:

Coders:

Meeting Started:

| TASK | ACTION |
| --- | --- |
| x.x |  |
| x.x |  |
| x.x |  |
| x.x |  |

Meeting Closed: