MEETING MINUTES

Team Meeting

LOCATION: Level 5 WT Labs, Aut, City Campus

DATE: 22/05/2018

TIME: 15:00 - 16:00

ATTENDEES: Tristan Kells, Junha Yu, Dan Wood

Agenda Items

- After meeting with client, have agreed as team to refocus on creating a usable application that we can present to the client at the next meeting, currently projected for the beginning of semester two.
- Have started work on the status report as a team, with the goal to have it completed before the 24/05.
- Discussed options related to cloud hosting after client expressed interest in providing us with an AWS instance for use with our application.
- Agreed that more collaborative coding sessions are needed to work through ideas and issues as a team.
- Looked at our Jira SCRUM board to see if any changes were needed and what we need to focus on for the current sprint.
- Agreed to meet tomorrow to collaboratively finish the Status Report document and collect project evidence for review.

Action items	Owner(s)	Deadline	Status

Date 22/05/2018