Vroom

Weekly Scrum Meeting Minutes	
Meeting Number	03
Week	03

Date	07-08-2019
Venue	8.8.44
Attendees	Robin, Tyler, Stella, Sarah, Sefira, Melina
Apologies	
Absences	
Copy To	

No	Issue	Discussion	Action	Member
1	Project plan	Verify the project plan	Review the project plan with the client	Sarah, Stella
2	Sprint planning	Discuss which PBI the team will work on for the 1st sprint	Choose PBI number 1-8, and ask the client whether she agrees with it.	All members
3	Code of conduct	Finalizing the code of conduct	Review the code of conduct that all members have wrote with all the members and the client	All members
4	Sprint 1 work distribution	Split the work for sprint 1 between members	The work distribution can be seen on the checklist of each PBI card of sprint 1 trello board: https://trello.com/b/4Rp6qdMS/sprint-1	All members
5	Backend	Continue to explain about Laravel to members with no experience in using the framework	Making sure the members can run Laravel with MySQL and do database migration. Also review the usage of the Laravel components that will be used	Robin, Sefira, Tyler