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| **Team 30** | **Capstone Project I**  **Minutes of Meeting #04**  **Date: 03/10/2019**  **Time: 10:00AM**  **Location: George Brown College** |  |
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| Attendees: | Team member 1: Thong Nguyen Team member 3: Tu Nguyen  Team member 2: Thanh Quan Team member 4: Quang Pham |  |
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| **Agenda** | |  |
| **Item** | **Description** | **Responsibility** |
| Review of previous meeting | Discuss about the sprint I that we already submitted |  |
| Working on sprint II | Team members share individual ideas to plan our project properly |  |
| Team debate on our feature delivery date |  |  |
| Item # 3… |  |  |
| Next meeting date | Date:  Time:  Location:  Agenda:  **Signature:**  Team member 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |