Date & time of meeting:
01/02/19 - 13:30

Place of meeting:
5A.538

Group members present:
Robert James-Stroud, Vandana Sharma, Hao Wang

Group members absent but who explained their absence before the meeting:
Su went for his Visa application.

All other group members not listed in the previous two boxes: N/A

Chairperson for this meeting: Robert

Secretary for this meeting: Hao

Are the minutes of the previous meeting agreed as a correct record?: yes
List amendments here: Nothing needs redress at this time.

Review actions agreed at previous meeting and record how far individual responsibilities have been fulfilled.

Where individual responsibilities have not yet been fulfilled within the agreed timescale, list the reasons given:

New matters discussed:
Collect feedback for the game.
We have to use some software to manage our project.

List all actions requiring attention:
Use Jira
Reduce the numbers of twigs spawning
Write System Requirement Specification for the the game
To make game for Android platform
To add some interesting stuff

Chairperson of next meeting: Vandana
Secretary for next meeting: Robert