**Meeting Summary 3/25**

1. **Discussion Agenda**
2. Review Charter Report
3. Solution Discussion – Demo Mighty Network and Discuss WordPress
4. Sign-off Trello
5. **Meeting Notes**
6. **Finalized Solution: Mighty Network**

* In the next meeting, we will discuss in detail of how to set up the Mighty Network environment for developers (i.e. account access, platform subscription, etc.)

1. **Finalized Charter Report**

* Expected Delivery: Monday, 03/28/2022 before 5 PM
* Email title: MAVDEV Deliverables (as of 3/28) (Date can be earlier than expected)

1. **Reminder: Sprint Kick-off**

* Date and time: Wednesday, 03/30/2022 @5PM
* Agenda and slides will be sent out on Monday, 03/28 before 5 PM
* Feel free to reach out to me (Vivian) if you need more information or have questions about the Sprint Kick-off

1. **Trello Board**

* Project Tracking (For Development)

<https://trello.com/b/r8DXAHG0>

* Meetings

<https://trello.com/b/x66wisSh>

1. **Next Meeting**

* Time: Tuesday, 3/29 @9:30 AM
* Location: Zoom
* Meeting Agenda and Zoom Invitation will be sent out on Monday (03/28)