MEETING NOTES:

-Client requests a check-in service for volunteers at the Kalamazoo location. The volunteers will provide their information to the front desk worker, who enters their information into a form. The information will be entered into a database which tracks volunteer hours, and, while the volunteer is checked-in, their location within the building.

-A different possibility is to put a QR code near the front desk; volunteers would scan the code and fill out the form on their phones. However, client is unsure if this is desirable, citing the possibility that volunteers enter incorrect information.

-Client prefers we build standalone app instead of adding a webpage to the Loaves and Fishes site, but would also like the option to integrate it at a later date.

-Volunteers can access the app on their phones and log-in to view their schedule/accumulated hours.

-Additionally, the client requests an interface for managing employee schedules