# Product Team Sync - May 15, 2023

## Attendees

- Sarah Chen (Product Lead)

- Mike Johnson (Engineering)

- Anna Smith (Design)

- David Park (QA)

## Agenda

### 1. Sprint Review

1. Completed Features
2. User authentication flow
3. Dashboard redesign
4. Performance optimization
5. Reduced load time by 40%
6. Implemented caching solution
7. Pending Items
8. Mobile responsive fixes
9. Beta testing feedback integration

### 2. Current Challenges

1. Resource constraints in QA team
2. Third-party API integration delays
3. User feedback on new UI
4. Navigation confusion
5. Color contrast issues

### 3. Next Sprint Planning

1. Priority Features
2. Payment gateway integration
3. User profile enhancement
4. Analytics dashboard
5. Technical Debt
6. Code refactoring
7. Documentation updates

## Action Items

@sarah:

Finalize Q3 roadmap by Friday

@mike:

Schedule technical review for payment integration

@anna:

Share updated design system documentation

@david:

Prepare QA resource allocation proposal

## Next Steps

1. Schedule individual team reviews
2. Update sprint board
3. Share meeting summary with stakeholders

## Notes

1. Next sync scheduled for May 22, 2023
2. Platform demo for stakeholders on May 25
3. Remember to update JIRA tickets

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*Meeting recorded by: Sarah Chen*

*Duration: 45 minutes*