

Meeting Minutes

Team Name: Sheep Wormers

Date: 1/22/2024

Time: 12 pm EST

Duration: 25 minutes

Location: Library, 2nd floor table

Attendees

- Ryan Cole
- Brendan Fuhrman
- AK Syracuse
- Sidney Gillig
- Ben Fosdick
- *Leiya (could not attend due to broken-down car)*
- *Jacob Smith - Not present*

Action Items

 - list of tasks and team member assigned to do the work

- Briefly discuss burn down chart
- Review first team-scientist meeting, what worked/didn't.
- Define goals/direction for the second team-scientist meeting.
- Finalize date/time for second team-scientist meeting.

Discussions

 - list of topics and decisions made with rationale for the decision.

- The current burndown chart characterizes all the tasks that we can currently foresee. However, we may need to add more at a later date when either getting more information or difficulties that occur during development.

- The first team-scientist meeting went well as we got to get most of our questions answered.
- We have already got a lot of our questions answered, but we have only just gotten base information. We need to get clear definitions of the wants of the scientist as we have already received an email containing a more detailed definition of one of the features the scientist wants.
- The second meeting with our scientist is going to be scheduled at a later time due to a conflict on her end. The new time is going to be on Tuesday, January 23, 2024, from 5:00 pm to 5:30 pm.

Next Steps – list of topics for the next meeting

- Complete 2nd pre-interview document in-class for Project Assignment 5.
- Complete 2nd App Description in-class Thursday after meeting with our scientist.