

**Date:** 9/2/2017  
**Time:** 1330-1630  
**Venue:** GSR SIS 3.2

**Attendees:** Thavanesan s/o Sivananthan  
Wang Tian Tong  
Gauri

**Agenda:** 1. To clean transaction data sets for further analysis

	<b>Tasks accomplished - Description</b>	<b>Person-in-charge</b>	<b>Due Date</b>
1	Removal of transactions with invalid i.d. numbers (0 for example) and those that do not belong to any of the national libraries (e.g. MOLLY transactions, which are actually transactions made via the mobile library and not the physical library)	All	-

The meeting was adjourned at 1630 hrs. These minutes will be circulated and adopted if there are no amendments reported in the next 24 hours.

Prepared by, Thavanesan  
Vetted and edited by, Thavanesan