



Team Meeting Minutes

Meeting Information

Date/Time:	19 February 2018, 6PM – 8PM
Venue:	SIS MR 4.4
Agenda:	1. Presentation Rehearsal
Minutes by:	Cheryl Lee
Vetted by:	Pei Jia Lee

Meeting Attendance

S/N	Team Member	Role	
1	Cheryl Lee Sze Min	Project Manager	Present
2	Ailin Cheau	Backend Developer	Present
3	Grace FOO Huan Ting	Frontend Developer	Present
4	LEE Pei Jia	iOS Developer	Present

Notes

S/N	Topic	Notes & Tasks
1	Midterms Preparation	Rehearsal for midterms

To-Do

S/N	Task	Assigned to
1	One more rehearsal round tomorrow	All
2	Kickass at Midterms	All