

**DUCKY KING  
INTERNAL MEETING AGENDA**

<b>Meeting/Project Name:</b>	2017T1 Ducky King		
<b>Date of Meeting:</b> (DD/MM/YYYY)	10/11/2017	<b>Time:</b>	1830
<b>Meeting Facilitator:</b>	Tan Kee Hock	<b>Location:</b>	SMU SIS

**1. Meeting Objective**

- Reviewing FlowAdmin
- ELK updates

**2. Attendees**

<b>Name</b>	<b>Remarks</b>
Jerald Gan	Present
Kong Yu Jian	Present
Martius Lim	Present
Tan Kee Hock	Present
Mah Chia Hui	Present
Sally Chin	Present

**3. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)**

<b>Description</b>	<b>Prepared by</b>
FlowAdmin	Kong Yu Jian
ELK	Tan Kee Hock

**DUCKY KING**  
**INTERNAL MEETING MINUTES**

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**3. Agenda and Notes, Decisions, Issues**

Topic	Owner	Time
<p><b><u>Reviewing FlowAdmin</u></b></p> <ul style="list-style-type: none"> <li>• Reviewed removal of peer function</li> <li>• Reviewed all UI changes for FlowAdmin from UAT2</li> <li>• Yu Jian to make a few more minor UI changes to FlowAdmin</li> </ul>	Kong Yu Jian, Sally Chin	1830
<p><b><u>Renewal of GitHub</u></b></p> <ul style="list-style-type: none"> <li>• We realised that the FlowLabs Github was inaccessible due to unpaid bills</li> <li>• Fortunately we gave a call to Gerry and he paid the bills on the spot</li> </ul>	All	1830
<p><b><u>ELK Update</u></b></p> <ul style="list-style-type: none"> <li>• Successfully made ELK pump logs from FlowNode server to logging server</li> <li>• Kee Hock to work on visualisation of logs               <ul style="list-style-type: none"> <li>○ Logging server will be ingesting nginx logs, and flownode logs from both production-1 and staging-1</li> </ul> </li> </ul>	Tan KeeHock, Mah Chia Hui	1900

**4. Action Items**

Action	Owner	Due Date
FlowAdmin UI	Yu Jian	13/11/2017
Visualisation of Logs	Kee Hock	14/11/2017

**DUCKY KING****5. Next Meeting (if applicable)**

<b>Date:</b> (DD/MM/YYYY)	15/11/2017	<b>Time:</b>	1600	<b>Location:</b>	SMU SIS
<b>Objective:</b>	Team Update				