*Client Meeting Minutes 02*

**02 Minutes**

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| **Ref No. :** | | 02 | |
| **Date:** | | 020810 | |
| **Time:** | | 1900-2000 | |
| **Venue:** | | Admiralty Station Foodcourt | |
| **Attendance:** | | Tomy Jaya  Wai Phoy Kway  Aung Kyaw  Tan Eu Jeng | |
| **Absentees:** | | Shitij Nigam | |
| **Agenda:** | 1. Discussion of the advance features 2. Facebook sites | |

**Minutes:**

1. Discussion of the 3 advance features

* **Feature 1:** News Aggregator
  + Meraj indicated green light on this.
* **Feature 2:** Social Media Channel integration
  + Target audience should be everyone. But priority is for students and university students (e.g. they are given discounts).
* Facebook group is currently a stream they use.
* In their exco meeting, they say Twitter is also viable. But again, do note about maintainability - is Meraj gonna have to maintain it? or is it automatically linked to the main site?
* Linkedin to gather donors is not a good idea. Meraj said donors usually don't want their identity to be revealed.

1. Facebook sites

* ONE (SINGAPORE)

**Action items**

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| --- | --- | --- |
| **Action Items** | **Due Date** | **Who** |
| Go through the data disc and start on data migration | N.A. | Aung Kyaw |
| Complete the undelivered client requirements (Exporting of CSV, simple search) | N.A. | All |

**Next Meeting**

Date: Sunday, 8th of August 2010

Time: 10.00 am

Venue: SIS Lv.3

**Prepared by:**

Eu Jeng