

CHOCOLICIOUS CLIENT MEETING MINUTES #1

Date: 24 May 2014
Time: 9 pm
Venue: Online

Attendees: Terence (Chocolicious)
 Bala (SMUSA)

Apologies: NIL

Agenda: 1. Going through of functional requirements

	Note	Actor	Due Date
1	<p>Adding of requirements</p> <p>Acknowledged received functional requirements through email.</p> <p>Added that analysis needed for total expenditure, expenditure by CBDs, pullbacks by CBDs, pullback trends, expenditure by time period</p> <p>Pullback from clubs to SAC account will follow a formula that can be modified, pullback from SMUSA departments will consist of all unused funds</p> <p>Learned that income can later be claimed for any category after depositing into the account</p> <p>Added that reports generated for transactions need to have a hash function to see if transactions performed match transactions performed in OFIN's SAP system</p> <p>Added that database has to be encrypted, communications from user to the system should be over SSL</p>	-	-
2	<p>Clarifications</p> <p>Clarified about pullbacks, clarified that expenditure account will be 0 at end of each semester</p> <p>Asserted that last part in the claims process is still manual</p> <p>Confirmed that system does not need to cover liaising with OFIN, money flows to/from OFIN</p> <p>Clarified that depositing funds into club accounts has to be a manual update after confirmation from OFIN</p>	-	-
3	<p>Discussion</p>	-	-

	Understood flow of funds from SAC to club accounts, discussed possible workflow		
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The meeting was adjourned at 10.30pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Terence Chu

Vetted and edited by,