



Minutes of Meeting

Project	Cycling Advocacy	Date	21.10.2019
		Start-end time	7 pm - 8.30 pm
Responsible	Sandra Kuzmić	Location /type	Google meet call

Attended by	Location	Remarks
Sandra Kuzmić	Zagreb, Croatia	
Dominik Kotarski	Zagreb, Croatia	
Boris Vezmar	Zagreb, Croatia	
Izabella Szydelko	Zagreb, Croatia	
Saloni Kyal	Milano, Italy	
Carlo Casiglia	Milano, Italy	
Federico Ferri	Milano, Italy	
Elena Bakuleva	Milano, Italy	

- Select next meetings time slot
CONCLUSION: create doodle
ACTION: Dominik (scrum meeting and retrospective)
- Sprint
CONCLUSION: time: one week sprint, starting with sprint 0
- Trello and Task Assignments
CONCLUSION: updating Trello: Elena, we will be having both Trello and excel sheet for now
ACTION: note to people to update tasks state
- Developer roles - decide on roles based on excel file
- General topics
ACTION: upload weekly report