



Minutes of Meeting

Project	Call Calendar	Date	24/10/2014
		Start-end time	13:30 – 14:00
Responsible	Biljana Stanić	Location /type	Type: Skype meeting Västerås-Zagreb

Attended by	Location	Remarks
Federico Ciccozzi	Skype/Västerås	
Biljana Stanić	Skype/Västerås	
Abdur Razzaque	Skype/Västerås	
Hrvoje Pavlović	Skype/Zagreb	
Marko Veličković	Skype/Västerås	
Damian Marušić	Skype/Västerås	

1. Project status

The team was supposed to inform the local supervisor, Federico, about the project status.

A few decisions that were made have been mentioned:

- SCRUM as a development process;
- Issues about the presentation;
- Questions that the team have sent to the customers.
- Tested connection for the presentation on Tuesday.

CONCLUSION:

The team should meet Irfan, the customer, and clear up all concerns regarding to requirements and implementation.

ACTION:

To send an email to Irfan and arrange a meeting.