



Minutes of Meeting

Project	GiftCase	Date	24.10.2014
		Start-end time	10:00-12:00
Responsible	Gijs Bos	Location/type	Zagreb/Västerås

Attended By	Location	Remarks
Vlatko Klabučar	Zagreb	
Ana Stepić	Zagreb	
Damir Tomić	Zagreb	
Gijs Bos	Västerås	
Aleksandra Salikiryaki	Västerås	
Guilio Cattivera	Västerås	

1. Project overview

We discussed in general about the project together with the customer and the supervisor

CONCLUSION:

We got the following information about the project:

- general idea
- general thoughts about the architecture on high level of abstraction

possible technological solutions

ACTION:

All of the project members should gather in order to decide the internal organization of the team.

2. Internal organization of the team

We discussed about how to structure our internal organization, in terms of roles, schedule, meetings and so on.

CONCLUSION:

We decided the roles and an initial schedule of our meetings.