1 General Information

Title of Meeting: First Official Meeting
Meeting Called By: Group
Date, Time, and Place: Feb. 4, 2002, 7:00 PM, 3340 EB
Type of Meeting: Planning, Task Assignment
Present Participants: Gonzalo Mogollon, David Poe, Eric Blackwell
Meeting Facilitator: David Poe
Meeting Recorder: David Poe

2 Summary

2.1 Accomplishments
1. Prototype design half-finished.

2.2 Problems and Setbacks
1. Unable to assign tasks due to not all members being present, and clarification on some requirements also needed.

2.3 Action Items
1. Ask professor if prototype can be done in HTML.
2. Ask professor for specifics on new account information.
4. Assign tasks on prototype construction.