**Team Meeting Minutes**

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| Team Name | Team O.N.E. |
| Date & Time | 04/12/2019, 14:00pm |
| Venue | Main Arts Library Social Learning Space |
| Attendees & Roles | Xavier: Reporter/Monitor  Anneka: Facilitator  Zoie: Recorder |

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| Project Status: On Track |

**What did we do in this meeting?**

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| --- | --- |
| Action or Resolution | Owner |
| Revise overall narrative & mechanics | ALL |
| Discussed movement controls | ALL |
| Discussed user interface | XAVIER |
| Discussed prototype/playtest plan | ALL |
| Discussed game cheats for developer use | ZOIE |
| Identified gameplay states | XAVIER |
| Discussed any ideas/questions to put in the Game Design document | ALL |

**What are we going to do next meeting?**

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| Action or Resolution | Owner |
| Include price in brief | ALL |
| Draft all pages | ALL |
| Discuss Gameplay loops | ALL |
| Discuss environments | ALL |

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| Is there anything blocking our progress? |
| There is still nothing that is seemingly blocking progress of the completion of our Game Design document. |

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| Date, Time and roles of next meeting |
| 05/12/19, 14:00 – 16:00  Xavier: Facilitator  Anneka: Recorder  Zoie: Reporter/Monitor |