Facilitator: NEED A FACILITATOR

Notetaker: Ryan Steans

Attendees (please log in)

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Agenda / Notes:

1. Roll call (please log in above)
2. Update on work done in work 5/25/18 session
3. Groom backlog:
   a. Update the project board, if needed.
   b. Add tickets to board, if needed.
   c. Prioritize project board.
4. Other agenda:
   a. (add your items here)
5. Pick facilitator / notetaker for next time
   a. Notetaker is responsible to copy template agenda into a new agenda for next meeting and add any followup items immediately.

Notes:

1. Discussion on work session
2. Discussion re: project board items
3. Other discussion
4. Facilitator & Notetaker for next meeting
   a. Facilitator:
   b. Notetaker:

Action items