

Daily Standup Meeting Minutes:

Date: 1/12/2026

Attendees: Max Gleiberman, Julian Hernandez, Nathan Mahabeer, Elizabeth Hechavarria

Start time: 5:30pm

End time: 6:00pm

Max Gleiberman:

- How many hours did I work since the last meeting?
 - N/A
- What was done since the last scrum meeting?
 - N/A
- What is planned to be done until the next scrum meeting?
 - Sprint planning and coordination, meeting facilitation, timeline management, document review, and integration of team deliverables.
- What are the hurdles?
 - Defining a clear and efficient structure for future phases of the project.

Julian Hernandez:

- How many hours did I work since the last meeting?
 - N/A
- What was done since the last scrum meeting?
 - N/A
- What is planned to be done until the next scrum meeting?
 - Defining a clear and efficient structure for future phases of the project.
- What are the hurdles?
 - Defining a clear and efficient structure for future phases of the project.

Nathan Mahabeer:

- How many hours did I work since the last meeting?
 - N/A
- What was done since the last scrum meeting?
 - N/A
- What is planned to be done until the next scrum meeting?
 - Defining a clear and efficient structure for future phases of the project.
- What are the hurdles?
 - Defining a clear and efficient structure for future phases of the project.

Elizabeth Hechavarria:

- How many hours did I work since the last meeting?
 - N/A
- What was done since the last scrum meeting?
 - N/A

- What is planned to be done until the next scrum meeting?
 - Defining a clear and efficient structure for future phases of the project.
- What are the hurdles?
 - Defining a clear and efficient structure for future phases of the project.