1. Review Agenda [1 min]
   - Review and modify the agenda
   - Choose someone to take minutes
2. Discuss Outstanding Work Project [3 min]
   - We still need the minutes from last weeks meeting
   - We need a configuration plan
3. Discuss Requirements [20 min]
   - Mike and Josh will be writing Use Cases this week
   - Testing Plan Update
   - Update on State of computer
     - Do we need to visit the client again?
4. Adjourn