

Project Status Meeting

Author: Development Department, Ikuma

Date **10/April, 2020, 10:00-11:00**

Place **Conference Room A, West building**

Participants **[Present] Daniel, Andy, Mike, Emily**
 [Partly present] Josh, Thomas
 [Absent] Agnes

Agenda

Sales status report

- Mike will report the sales result to the general manager by 15/Apr.
-

Development schedule update

- Thomas will send the updated schedule to all participants today.
-

Feasibility of the customer requirement

- Emily will have a separate meeting to discuss the technical feasibility. Due date: TBD
-