Weekly Meeting Minutes 20/07/2016

Attended: Justin, Roderick, Osman, and Erudini

Absent: Salome, Remco and Ian

Meeting commenced at 19:00 (20/07/2016)

**Project Update:**

1. Sharing Knowledge project: No update
2. Building a future project: They have started on the water system and Megan will go to see the school on Friday to make an update and report about it.
3. Equal chances project: No updates
4. Emergency Help project:
	1. Food truck: Have to call Ramani and ask exactly what we got for it and make a report on it.
	2. School Materials: No updates.
	3. Renovating school: No updates.

**Financial and IT Update:**

* CRM system is online and everyone can login.
* From next week, once everyone is familiar with the system, we will switch to Microsoft 365.

**General Updates:**

Sara confirmed that she is interested in joining Boost and helping us with projects.

**Announcements:**

* The actions (tasks) for each project are in the minutes of the last monthly meeting.

**Progress on action points:**

Look at the action list for all new actions and the progress of current actions.

Meeting adjourned at 19:15