**Central Institute of Technology**

**25 Aberdeen Street**

**Northbridge**

Minutes of the \_\_\_\_\_\_Group 2\_\_\_\_\_\_\_group meeting held on \_\_\_\_\_\_\_\_11/8/\_\_\_\_\_, 2010, at \_\_\_\_\_\_\_\_\_room \_\_\_\_\_n223\_\_\_\_\_\_ commencing at \_\_\_\_\_\_12.48\_\_\_\_\_.

**PRESENT**

**Rekha**

**Monika**

**Lucas**

**Tazamina**

**Stephan**

**APOLOGIES**

**MINUTES OF PREVIOUS MEETING**

**MATTERS ARISING FROM PREVIOUS MINUTES**

**Organisation, direction, plans**

**AGENDA** **ITEMS**

**Deadlines – We talked about deadlines of when everything is ready.**

**Layout of Newsletter – We discussed the layout of how it will be presented the title page**

**ANY OTHER BUSINESS**

**No**

**DATE OF NEXT MEETING**

**17/8/2010**

**CLOSE OF MEETING**

**12.55**

Monika 11/8/2010

**Chairperson Date**