Architecture Team – Minutes – 28-05-2020 VIA WEBEX

Name	Company	e-mail	present
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Participants

Action List

Task		Responsible	Due Date	Done
1.	Draft Minutes	Lutz	04/05/2020	Yes
2.	Distribute minutes	Lutz	04/05/2020	Yes
3.	Create a collaborative workspace for document sharing and WIKI	Lutz	ASAP	In process
4.	Get contact information back to Lutz/Schaefer	ALL	ASAP	In process
5.	Get feedback back to Schaefer on the Platform Profiles for update	ALL	08/05/2020	In process
6.	Next Meeting – AS IS	ALL	14/05/2020	In process
7.	Next Meeting – GAPS	ALL	28/05/2020	In process
8.	Send instructions for accessing model(s)	Schaefer	04/05/2020	In process
9.	Xrail will share their current work (gaps/solutions) for Master Data (Location Coding) to start working on the Gaps	Dagerholm	14/05/2020	In process

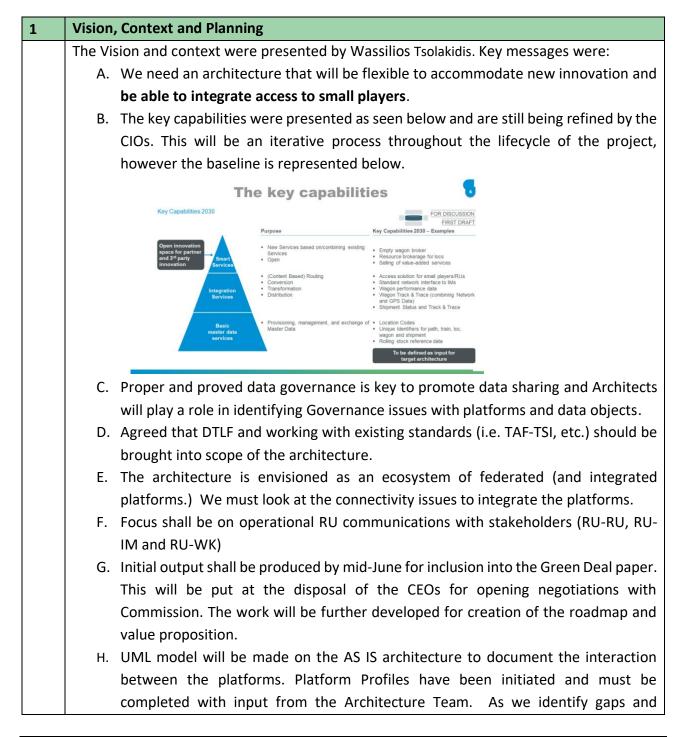
Decisions

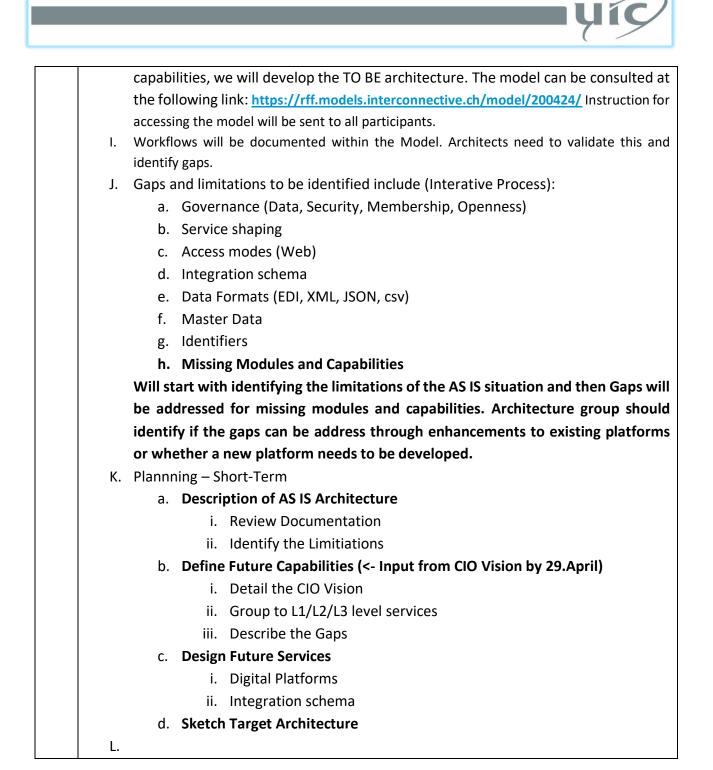


Dec	ision	Decision Date
1.	Create a collaborative workspace to share documents and feedback	30/04
2.	Get materials to the members in sufficient time for review and discussion	30/04
3.	Meetings for AS on 14/05	30/04
4.	Meeting for Limitations and Gaps on 28/05	30/04

Objective:

Architecture Team to understand the overall project objectives and their role in developing the deliverables.





2	Next Meeting