



Notes

Sep 24, 2025

Atypical standup meeting

Invited Claire Alexandre Evan Bostrom Duo Glover aTypical Community Project
Rohit Ramesh Junda Yin Keerthi Kasturi Dominic Bradley Muminah Kosemani
Jillian Krebsbach Diane Choih techfleetnetwork@gmail.com ~~Kate Medley~~
~~Justine Kim~~

Attachments 📎 Atypical standup meeting

Meeting records 🎙 Recording

Summary

Jillian Krebsbach and Diane Choih discussed Discord channel visibility for proto personas and empathy maps and proposed a collective reporting structure for the standup to prioritize demo preparation. aTypical Community Project reported on the research team's progress, and Diane Choih discussed the product strategy team's work on problem statements and the demo presentation content. The team, including Muminah Kosemani, agreed to prioritize the demo discussion over working on problem statements, dedicating the 2 PM Eastern time meeting to the demo.

Details

- **Discord Channel Visibility** Jillian Krebsbach noted that proto personas and empathy maps seemed to have been removed from Discord, but Diane Choih clarified that these items were not removed; they were simply not active and could be viewed by expanding the parent channel. Jillian Krebsbach suggested that this was a good reminder for everyone and emphasized the need to review each item to determine if it should be presented or moved.
- **Meeting Structure and Demo Preparation** Diane Choih proposed that during the standup, each function should report collectively rather than individually, to

prioritize preparation for tomorrow's demo. Jillian Krebsbach agreed that a separate meeting later in the day might be needed to allow both areas to share their work. Diane Choih emphasized discussing all current work in the current meeting, with detailed discussions reserved for a separate session.

- **Research Team Update** aTypical Community Project reported that the research team had met, prioritized primary research questions, and were finalizing their research plan. They felt confident about what could be showcased for the demo, noting that the current stage of the template made it easily presentable. While ambitious to finish the methodology plan, aTypical Community Project felt good about the work accomplished and reported no blockers.
- **Product Strategy and Problem Statements** Diane Choih stated that the product strategy team had been working on problem statements, and, following a reminder from Jillian Krebsbach, they would focus on the "refined problem statements" section to integrate with the vision board. Diane Choih suggested presenting raw problem statements from the client meeting, followed by refined examples, and noted the positive client feedback on the raw problem statements.
- **Demo Presentation Content and Format** Diane Choih proposed showing the vision board and defining MVP and MMP for the client to clarify the project's direction. She also suggested that the presentation should start with a visual agenda and each section should conclude with takeaways and next steps to clearly outline Sprint 1's conclusion and Sprint 2's direction. Regarding personas and empathy maps, Diane Choih questioned whether to present them if not fully fleshed out, suggesting they could be mentioned as ongoing work in the next steps.
- **Project Management and Working Agreements** Jillian Krebsbach requested that everyone review the initial working agreements and the pre-kickoff sprint retrospective action items before a later working agreements session. They also suggested referencing the UX case study template for structuring information for the client and for future case studies.
- **Backlog Management and Future Workshops** Diane Choih reminded the team to inform the team of any tasks not on the project plan so tickets could be created. Jillian Krebsbach noted that a CX workshop had not been scheduled yet because proto personas and empathy maps needed to be fleshed out first, and proposed prioritizing this for early next week. Diane Choih stressed the importance of

scheduling regular, recurring meetings to streamline future scheduling and availability checks.

- **Demo Planning Meeting Logistics** The team discussed scheduling a detailed demo planning meeting. aTypical Community Project confirmed that they were willing to present for research but not for the entire project. After some discussion about individual presentation roles, the group agreed that Claire, Jill, and Diane Choih would primarily be involved in the demo discussions and presentations.
- **Adjusting Meeting Focus** Muminah Kosemani suggested repurposing some of the problem statement working session time for a project check-in to prioritize the demo. Diane Choih and aTypical Community Project agreed to prioritize the demo discussion over working on problem statements for the current meeting, as it was a higher priority given the upcoming demo. The team decided to dedicate the meeting starting at 2 PM Eastern time to the demo, with lunch beforehand.

Suggested next steps

- ☐ Jillian Krebsbach will check in with Julia to see if a CX workshop can be scheduled for next week.
- ☐ Jillian Krebsbach will look into getting recordings from the scrum meetings and the client session held yesterday.

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