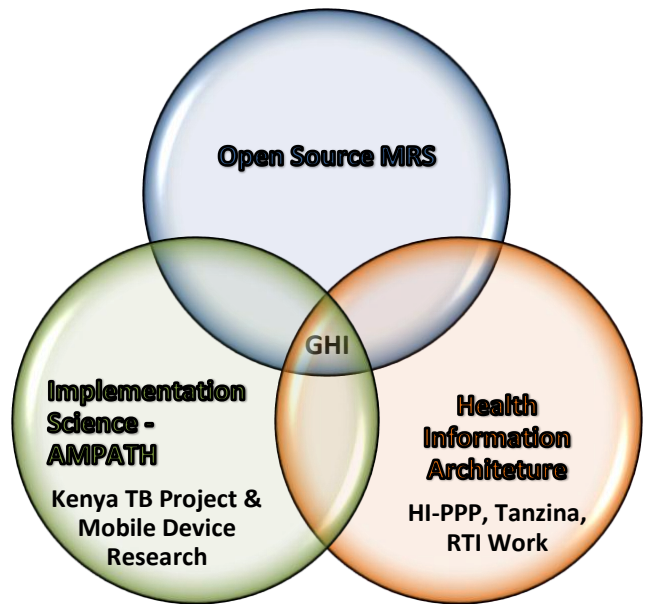


1. Communication

- Jeremy – Feel that projects are in grey areas.
- Burke – Need an email chain for this group for communication.
- GHI Visual Diagram (*Paul to revise and send out image.)
 - Paul - “Where do you see yourself in the diagram?”.
Would like feedback from each group member.
 - Lorinne - Image is mission, correct?
 - Paul – Internally we need to get consensus so we can share with rest of world.
 - Shaun – Scope what we are doing not who we are?
 - Burke – Who do we want to be?
- There is some ambiguity. Need to explain to others what exactly each division will and won’t do. We need to make thoughts clear to the Institute and GHI staff.
- OpenMRS nonprofit forming, not MRS itself, but forming to help sustain the community. Need to explain this to people.



2. Expense Reports

- Sandy - Work with Jamie to make form of things that are needed to book travel.
- Paul - Where have things fallen short?
 - Getting signatures/approval
 - Good everyone picking flights
 - Reimbursement process, IU difficult
 - Need process /structure to clear it up
 - Funding streams different
 - What and how can we spend? (ie. Phone cards, immunizations)
 - List of expectations
 - Perception is it took 7 weeks to process and money went up.
 - Travel day per diem covers in and out and phone cards.
 - Hotel and food for conference days taken care of.
 - Positive steps forward.
- Lorinne - Process will need to be documented for both request and refund soon.
- Become a core platform Community
 - GHI mailing list is a starting platform

Action Items

GHI diagram to be revised and sent out	Paul & Jamie	
Feedback for diagram. “Where do you see yourself in the diagram?”	Group	
Fund request and refund process to be documented.	Lorinne, Jamie, Sandy	
Newsletter on GHI projects and quarterly meeting.	Jamie	
Set up GHI mailing list.		Done