**Minutes of Meeting**

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| Project Code | **IT-ERP-BRAS** | Document Code | SUP-MOM |
| **Meeting Organizer** | **Date** | **Participants Invited** | **Present** |
| Hari Thapliyal | 14-Jan-15 | Sh. Hari Thapliyal | Present |
|  |  | Sh. Janki Vallabha Dasa | Present |
|  |  | Sh. Shyma Vallabha Dasa | Present |
|  |  | Sh. Ganesh | Present |
|  |  | Ms. Lakshmi Ananth | Present |
|  |  | Sh. Anand Murali | Present |
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# Agenda

* With PM
  + Status of Action Register (Discussed)
  + Template for Presentation to AAD
  + Roles & Responsibilities of Departmental Heads in Project (Discussed)
  + Review ABS BRASS Reports in terms of (Discussed)
    - Completeness
    - Usability for Organization
    - Usability as an input to Presentation Preparation
  + BRASS Report Meeting Agenda from Janarthanan (Done)
  + Scorecard & Dashboard Integration into ERP (Discussed)
  + Project Management Methodology (Discussed)
  + Agenda for 16-Jan-14 (Discussed)
* With ABS
  + Project Management Methodology (Discussed)
  + Scorecard & Dashboard Integration into ERP (Discussed)

# Discussions

## Discussion 1

## Discussion 2

# Actions Items

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| # | Action | Actionee | Due Date | Status |
| 1 | Review Revised BRASS Report with JNVD | Hari | 16-Jan-15 |  |
| 2 | Discussed Scorecard & Benefits with JNVD and ISKCON Management | Hari | 16-Jan-15 |  |
| 3 | Finalized Management Presentation Template | Hari/JNVD | 16-Jan-16 |  |
| 4 | Finalized Data for Management Presentation | Hari/JNVD | 16-Jan-16 |  |
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# Decisions

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| --- | --- | --- |
| S.No. | **Decisions** | Remarks |
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