

ACTIONS FOR TM120

- **TM118.4:** SO to add Sydney logistical information (accommodations and maps of how to get around) to the Interop web page.
- **TM119.1:** MM will reach ask those who are already working on the website if they want to be in the Media Group.
- **TM119.2:** SO to send out another email before Interop inviting participants, with a more thorough description of the Media Group and its goals.
- **TM119.3:** SO will add MM and AN as SPIE poster authors.
- **TM119.4:** JE will update the online Interop schedule (full day vs. free day).
- **TM119.5:** SO will send a message to all online registrants for Sydney Interop to confirm their status as in person or virtual.
- **TM119.6:** SO and JJ will work together to reach out and coordinate with the current Chairs and VC and see who is open to continuing their terms.
- **TM119.7:** SO will send out a summary of costs and contributions for Malta Interop.