Incubator Name: OMAuto Incubator

Date: 05/05/2016, 13:30 (GMT)

Chair: Alan Hameed

Secretary: Elizabeth Rose

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**Meeting Arrangements**

On Site: Kelvin Room, [The Royal Society of Edinburgh Conference Center](http://www.royalsocedvenue.co.uk/%22%20%5Ct%20%22_blank)

Dial In:

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| --- | --- |
| Meeting URL | [**https://www2.gotomeeting.com/join/819965834**](https://www2.gotomeeting.com/join/819965834) |
| Meeting Access Code |   819-965-834 |
| **Country + Direct Dial Number** |
| United States: +1 (213) 493-0008Argentina (toll-free): 0 800 444 2385Australia (toll-free): 1 800 191 358Australia: +61 2 9091 7603Austria (toll-free): 0 800 080061Austria: +43 (0) 7 2088 0716Bahrain (toll-free): 800 81 305Belarus (toll-free): 8 820 0011 0331Belgium (toll-free): 0 800 81388Belgium: +32 (0) 28 08 4372Brazil (toll-free): 0 800 047 4909Bulgaria (toll-free): 00800 120 4413Canada (toll-free): 1 877 777 3281Canada: +1 (647) 497-9380China (toll-free): 4008 866154Colombia (toll-free): 01 800 012 9057Czech Republic (toll-free): 800 500453Denmark (toll-free): 8025 0919Denmark: +45 (0) 69 91 84 58Finland (toll-free): 0 800 94473Finland: +358 (0) 931 58 1773France (toll-free): 0 805 541 052France: +33 (0) 170 950 590Germany (toll-free): 0 800 723 5274Germany: +49 (0) 811 8899 6934Greece (toll-free): 00 800 4414 4282Hong Kong (toll-free): 30774812Hungary (toll-free): (06) 80 986 259Iceland (toll-free): 800 9993India (toll-free): 000 800 100 8227Indonesia (toll-free): 001 803 020 2563Ireland (toll-free): 1 800 818 263Ireland: +353 (0) 15 133 006Israel (toll-free): 1 809 388 020Italy (toll-free): 800 792289Italy: +39 0 699 26 68 65Japan (toll-free): 0 120 242 200Korea, Republic of (toll-free): 0806180880Luxembourg (toll-free): 800 81016Malaysia (toll-free): 1 800 81 6860Mexico (toll-free): 01 800 123 8367Netherlands (toll-free): 0 800 020 0178Netherlands: +31 (0) 208 080 759New Zealand (toll-free): 0 800 47 0051New Zealand: +64 (0) 9 974 9579Norway (toll-free): 800 69 055Norway: +47 21 04 30 59Panama (toll-free): 001 800 507 2789Peru (toll-free): 0 800 55253Philippines (toll-free): 1 800 1110 1565Poland (toll-free): 00 800 3211434Portugal (toll-free): 800 180 139Russian Federation (toll-free): 8 800 100 6914Saudi Arabia (toll-free): 800 844 3636Singapore (toll-free): 800 101 3000South Africa (toll-free): 0 800 988 836Spain (toll-free): 800 900 593Spain: +34 931 76 1534Sweden (toll-free): 020 794 545Sweden: +46 (0) 852 500 691Switzerland (toll-free): 0 800 000 452Switzerland: +41 (0) 435 0026 89Taiwan (toll-free): 0 800 666 846Thailand (toll-free): 001 800 852 2442Turkey (toll-free): 00 800 4488 29001Ukraine (toll-free): 0 800 50 4691United Arab Emirates (toll-free): 800 044 40444United Kingdom (toll-free): 0 808 168 0209United Kingdom: +44 (0) 20 7151 1817United States (toll-free): 1 877 309 2070Uruguay (toll-free): 000 405 4459Viet Nam (toll-free): 120 32 148 Access Code: 819-965-834Audio PIN: Shown after joining the meeting Meeting ID: 819-965-834 GoToMeeting®  |

-------------------------------------------------------------------------------------------------------------------------------------**Agenda Topics**

1. Briefly review the finalized charter
2. Get a report from Joel on the GENIVI meetings in Paris
3. Begin work on an outline of what the group wants the incubator output to look like
4. Assign ownership of some of the pieces of the output
5. Refine the timeline with dates/deadlines

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**14:30 – 16:30 Day of the week, DD MMM YYYY**

1. **Roll Call**

<Title>

<Comment>

1. **Call for Scribe**

<Title>

<Comment>

1. **Review and Agree Agenda**

<Title>

<Comment>

1. Briefly review the finalized charter
2. Get a report from Joel on the GENIVI meetings in Paris
3. Begin work on an outline of what the group wants the incubator output to look like
4. Assign ownership of some of the pieces of the output
5. Refine the timeline with dates/deadlines
6. **Review and Agree Previous Meeting Minutes**

<Title>

<Comment>

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **Status of Open Action Items**

|  |  |  |  |
| --- | --- | --- | --- |
| **AI** | **Responsible** | **Description** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **Briefly review the finalized charter**

<Title>

<Comment>

<Title>

<Comment>

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **Report from GENIVI meetings in Paris**

<Document Name>

<Source>

<Comment>

<Document Name>

<Source>

<Comment>

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **Begin work on an outline of what the group wants the incubator output to look like**

<Document Name>

<Source>

<Comment>

<Document Name>

<Source>

<Comment>

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **Assign ownership of some of the pieces of the output**

<Document Name>

<Source>

<Comment>

1. **Planning for Next Meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From: Date/Time** | **To: Date/Time** | **Type** |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**HH:MM – HH:MM Day of the week, DD MMM YYYY**

1. **AOB –** as time permits

<Title>

<Comment>