AIOTI
ALLIANCE FOR INTERNET OF THINGS INNOVATION

**AIOTI First General Assembly
Draft Minutes**

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1. **Welcome and introduction by Kees van der Klauw, preliminary AIOTI Chair**

KvdK opens the General Assembly at 10.00 and welcomes all participants to the first General Assembly of the new AIOTI structure. He specifically welcomes the representatives of the European Commission and points out his gratitude to Commission services predominately in DG Connect as for their continuous and profound support of AIOTI in the transition into the new structure.

The quorum according to Art. 17.3. A.o.A. is reached and the GA is able to take decisions.

In his welcome speech KvdK focuses on the fact that AIOTI can be the multiplier of business and innovation. The Alliance has been professionalized and members now will need to make sure that AIOTI can now be institutionalized. There are 21Founding members who are especially recognized in the external communication of AIOTI. Work in the Alliance is based on equal rights and equal obligations for the members and active membership is key. The scope of this General Assembly is to operationalize AIOTI, namely to adopt the by-laws; approve the budget and to formally empower the interim management board. He concludes his speech by thanking the current Board and of the EC team for driving this initiative.

2. **AIOTI Governance structure and adoption of by-laws – Luuk van der Laan, AIOTI's Legal advisor**

LvdL takes the floor and refers to document 161111-C. He outlines the governance structure of AIOTI. Based on the presentation shared as document 161111-C prior to the GA, LvdL informs the members on the following specific items related to the governance of AIOTI:

- WGs may have its own election procedure; focus on content and no liability outside world.
- A WG can be proposed by 25 members

- One person in the SB , even from a group of entities
- EC should be part of the SB
- Obligations and rights for the Members as defined in the by-laws
- As for IPR there is an adequate rule set, most of the technological innovation will be done within individual projects within AIOTI members
- Common practice: all documents to be voted on should be distributed well in advance, like 2 weeks before. To be registered in the minutes meeting.

Based on this report the members of the General Assembly unanimously adopt the by-laws of the Alliance.

3. **Formal appointment of first management board**

KvdK reports that the following members of AIOTI had been nominated to the notary public at the time of registration of AIOTI as a legal personality under Belgian Law

- Kees van der Klauw, PHILIPS
- Ovidiu Vermesan, SINTEF
- Jürgen Sturm, TEXAS INSTRUMENTS

According to Art. 8.1. A.o.A. the three functions that are obligatory for the set up and functioning of the MB are divided in the following way:

- Kees van der Klauw, chair
- Ovidiu Vermesan, treasurer
- Jürgen Sturm, secretary

All three candidates are shortly introduced. The members of the General Assembly subsequently appoint unanimously the candidates as members of the first management board of the Alliance.

This appointment is done under the explicit reservation that the first period until the next General Assembly is understood as a transition phase and the three members of the first management board will terminate their office at the time of the next General Assembly in order to underline that the character of the first management board is a preliminary one and the democratic election of the management board by all members is to be carried out at the earliest opportunity.

4. **AIOTI achievements, roadmap and financial plan**

- Overview of WG's

KvdK reports on the status of activities in the different WGs. He refers to the document 161111-E which had been prepared based on input received from all WGs. All WG chairs are present in the General Assembly and add to the presentation. It is particularly pointed out that the WG structure has remained unchanged during the transition phase

and it is intended to keep the structure of horizontal and vertical WGs. Overall, there is general satisfaction with the activity level of the WGs, while some show more activity that others. All WG chairs share the notion that the current office of WG chair is or preliminary character and elections in all WGs have to be carried out during Q1 of 2017. Each WG chair will organize the elections in his/her own responsibility. It is to be envisaged that the election tools to be used are congruent for each WG.

- Financial Plan 2017

The financial plan is presented by Ovidiu Vermesan in his office as treasurer of the Alliance. OV makes reference to document 161111-F. Whereas all members take positive note that the minimum running costs of the Alliance can already be covered on basis of the current membership of 150 transferred members. However, the development of membership is seen as a core issue not only with regard to the visibility and representability of the Alliance but also with regard to its financial sustainability. In this context a discussion emerges if the envisaged membership fee of € 750 to cover the years 2016/17 is adequate to reach the latter aim. In this context concerns are expressed as for the adequacy between the low membership fee and the high aims of AIOTI.

With regard to the issue concerning the external administrative support several members express their discontent with the process adopted by the management board. The offer that had been received by ITEA and presented to the General Assembly was seen as too high and the process as being intransparent. It is pointed out that the process on whom to select as entity to provide support services has not been concluded and adaptations on the financial exposure are still possible and are to be envisaged. OV and JS will continue their efforts to come to a conclusion of the process that is acceptable to all members.

After discussion the following decisions are taken:

The participants in the General Assembly agree to fix the membership fee to € 750 for the years 2016/17 with three members voting against this proposal.

The participants in the General Assembly adopt the financial report and the budget as presented with four members voting against the proposal.

- AIOTI Working Groups presentations

All chairs of the WGs present in the General Assembly give an overview on their activities. All WG chairs present in depth the activities of their respective WGs. For more detailed information on the issues covered during this agenda point please refer to the WG summaries outlined in document 161111-E.

- Reporting on AIOTI's participation on EC's round table of October 20th "Digitizing European Industry"

Patrick Guillemin, chair of WG03, Luis Perez Freire, chair of WG06, and Pierre-Yves Danet, AIOTI member report on their participation on behalf of AIOTI during the last EC round table. The respective presentation is shared with all members subsequently to the General Assembly. All members take very positive note of the profound involvement of AIOTI in this important exercise of the European Commission.

- STF 505 Report on IoT Standards landscape and future evolutions IoT LSP use cases and standards gaps

This agenda point prepared by Patrick Guillemin, chair of WG03 could not be dealt with due to time constraints. The respective information is shared via WG 3.

- Q&A and any other business

Due to time constraints the agenda point Q&A and other business is skipped.

Jürgen Sturm
Secretary of the AIOTI Management Board