

**MEETING MINUTES**

**5<sup>th</sup> MEETING OF THE PROJECT PARTNERS AND**

**4<sup>th</sup> EXECUTIVE BOARD MEETING**

**FOR THE PROJECT FUTURA**

**Date:** 26<sup>th</sup> of January 2018.

**Place:** KOVIS d.o.o., Brezina 102, 8250 Brežice.

**Start:** 10:00.

**Participants:** according to the list of participants (Annex 1 of this meeting minutes).

The agenda of the meeting:

- 1. Overview of the results/objectives.**
- 2. Financial overview of the project.**
- 3. Plan for future activities.**
- 4. Preparation and submission of 2<sup>nd</sup> periodic report.**
- 5. Any other business.**

**AD1**

Results achieved with the 4<sup>th</sup> and 5<sup>th</sup> prototypes were presented to all project partners by the coordinator. With the results all planned objectives were achieved.

**AD2**

Financial overview of the project was presented by the coordinator. Project partners discussed about individual deviations of the real costs in comparison to the planned costs. Financial plan for the last month of FUTURA project was prepared.

**AD3**

The list of submitted and planned deliverables was presented. The detailed plan for effective cooperation in the preparation of reports for deliverables was updated. Plans for future activities were presented by the coordinator. They will follow planned activities in Grant Agreement and submitted Amendment Request. Partners discussed about publishing of general, professional and scientific articles in February. All issues were solved with agreement of all project partners.



**AD4**

Plan for preparation and submission of 2<sup>nd</sup> periodic and final report was defined. All project partners agreed with the plan.

**AD5**

There was no other discussion.

Executive board members appointed on the first partners meeting from all project partners were present. They were informed about past and future activities within FUTURA project. All Executive board members confirmed report on progress/results and future activities. There were no open issues, which would require voting of Executive board members.

Meeting ended at 13:00.

