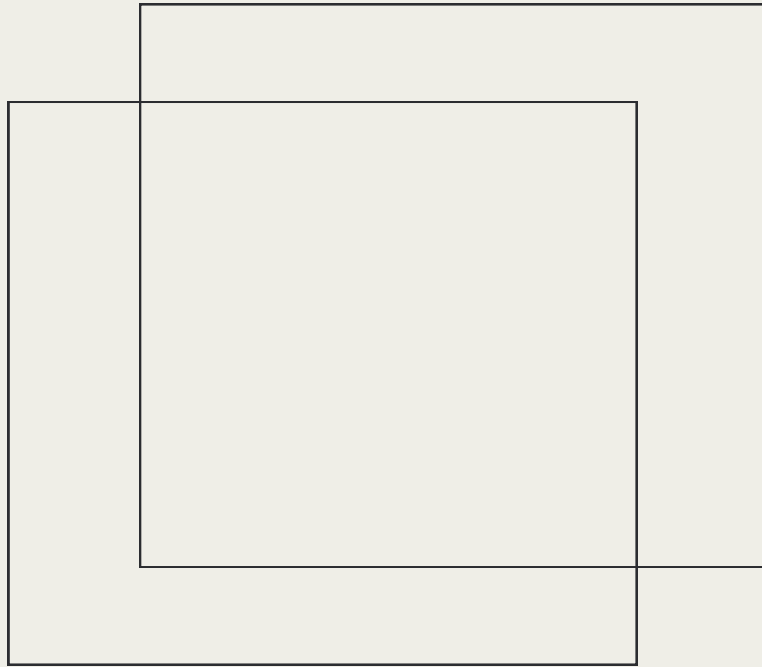# MeetMate

THE AUTOMATIC MEETING ASSISTANT 🎙

"NEVER TAKE MEETING NOTES AGAIN — AND STILL REMEMBER EVERY DECISION AND TASK."

Kopargoan, Maharashtra |
omkardeshmukh1905@gmail.com |
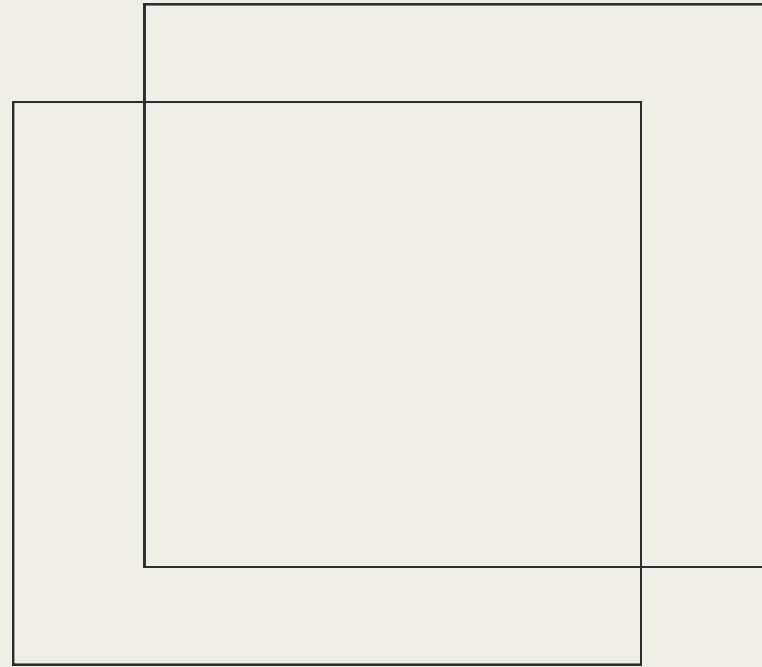+91 9226714326

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MEET THE TEAM

Omkar Deshmukh

**Research & Outreach Coordinator – ** Conducts market research, gathers user feedback, and connects with potential pilot users to shape product development.
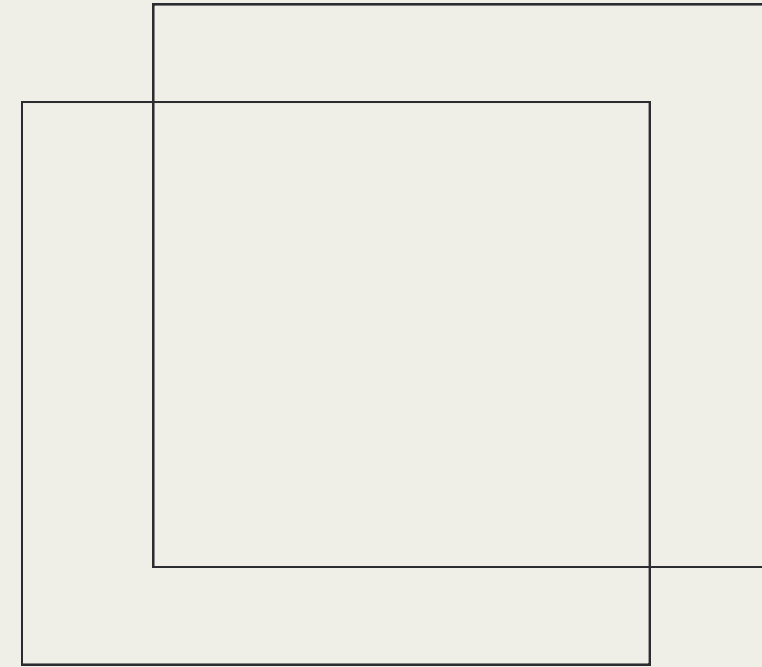--Skills: Data Collection & Cleaning, Exploratory Data Analysis (EDA), Statistical Analysis, User Research, Communication & Presentation.

Taha Shaikh

AI Developer – Designs and prototypes the AI pipeline for speech-to-text, summarization, and action-item extraction to form the core of MeetMate's functionality.
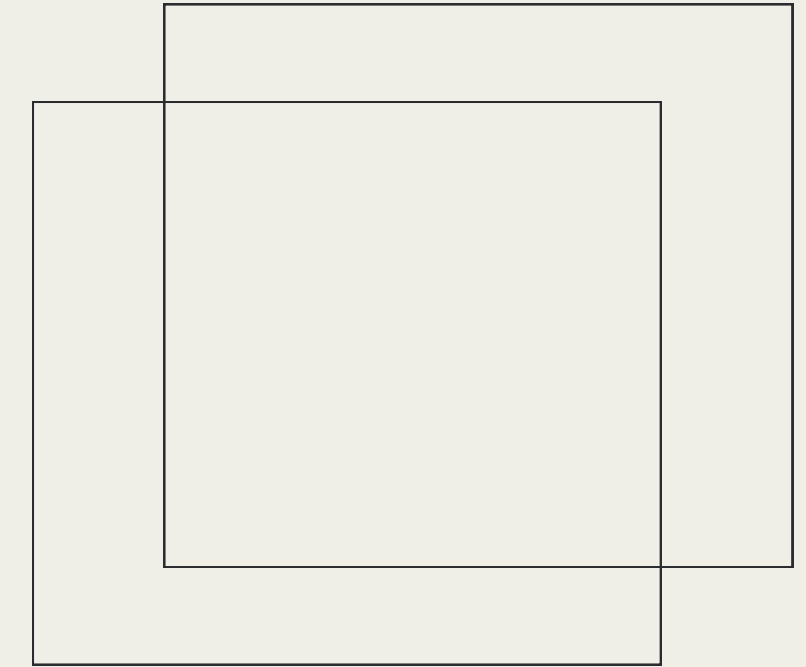--Skills: Natural Language Processing (NLP), ML Algorithms, Python, Deep Learning Frameworks (TensorFlow/PyTorch).

Akash Mandal

Project Manager – Oversees project timeline and coordinates with technical & design
--Skills: Project Management Methodologies , Data-Driven Decision Making, Resource Management, Interdisciplinary Communication, Risk Assessment.

Ritesh Jadhav

UI/UX Designer – Designs clean, user-friendly dashboards and email templates.
--Skills: Data Visualization, User-Centric Design, UI/UX Prototyping (Figma/Adobe XD), A/B Testing, Dashboard & Report Design.

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THE ISSUE OR PAIN POINT

Customer Need

❌ Meeting details often lost or misremembered.

❌ Causes delays, miscommunication, repeated discussions.

❌ Need for automated, reliable note-taking

Current Solutions:

⚠️ Manual notes → prone to errors & distractions.

⚠️ Basic transcription → lacks context, decisions, and action tracking.

Why MeetMate is Better:

- Extracts decisions & tasks automatically.
- Assigns action items to the right people.
- Delivers a clear summary in under 2 minutes.

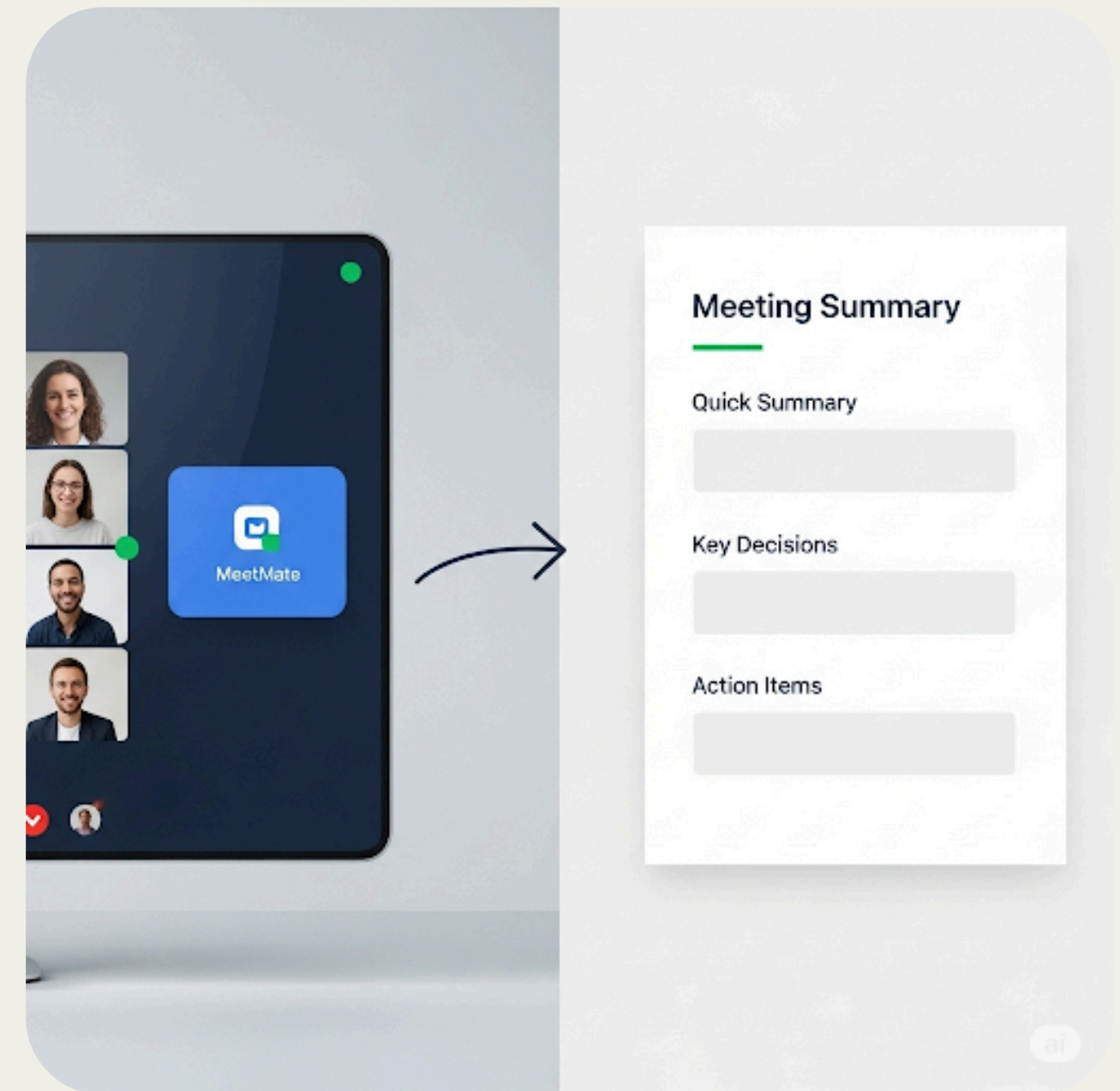MINUTE MINDS

PRODUCT/TECHNOLOGY OVERVIEW

Uniqueness:

- MeetMate doesn't just transcribe — it extracts decisions, key points, and action items.
- Works seamlessly with Zoom & Google Meet — no special setup needed.
- Summaries are delivered to inbox in under 2 minutes.
- AI-powered context understanding → not just raw text.

Solution Simplicity:

Using MeetMate is as easy as inviting another person to your online meeting.

- Invite MeetMate like any other participant.
- Listens and understands the discussion.
- After the meeting → instant Summary + Decisions + Action Items.
- Sends it to your inbox within 2-3 minutes.
- No manual effort, no learning curve, no extra software.

MeetMate

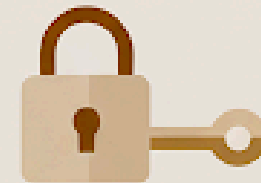Meeting Summary

Quick Summary

Key Decisions

Action Items

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BUSINESS MODEL

REVENUE STREAMS

SUBSCRIPTION   ENTERPRISE   FREENIUM

WHO WILL PAY

STARTUPS   UNIVERSITIES   FREELANCERS

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Who Will Pay:

- 🚀Startups and corporate teams needing efficient meeting follow-ups.
- 🎓 Universities and student groups managing projects online.
- 💼Freelancers and consultants running multiple client meetings.
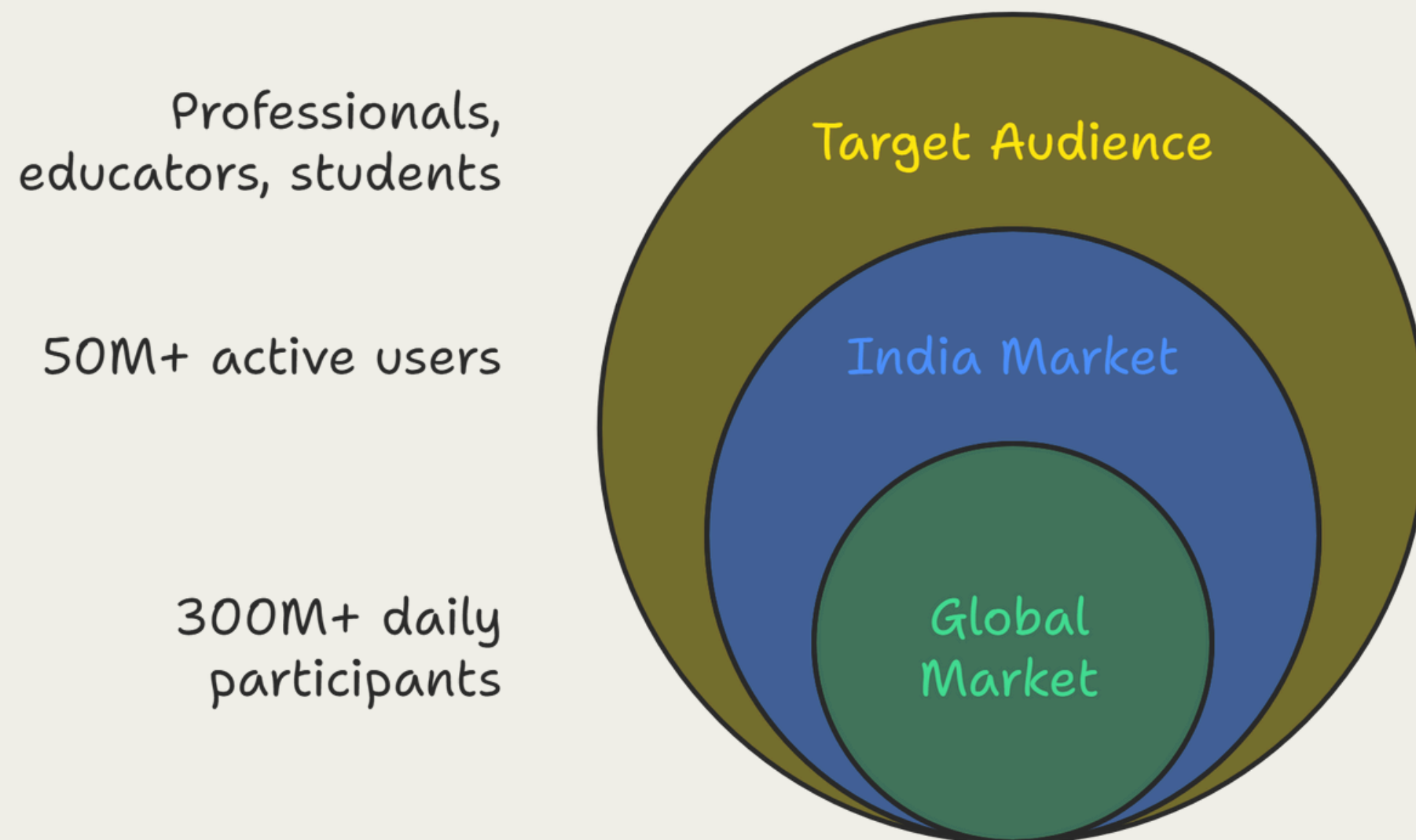
Revenue Streams (Planned):

- Subscription Model: ₹299 per user/month for individuals and small teams.
- Enterprise Plans: Custom pricing for large organizations with admin controls and integrations.
- Freemium Tier: Limited meetings/month to attract early users and collect feedback.

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SIZE OF THE MARKET OPPORTUNITY

Online Meeting Market Opportunity

Professionals, educators, students

50M+ active users

300M+ daily participants

Target Audience:
- Professionals, educators, Universities & students, Freelancers & consultants in India and globally.

Market Size:
- India: 50M+ active online meeting users
- Global: 300M+ daily online meeting participants

Revenue Potential:
- Large, growing market driven by remote work adoption.
- If even 0.1% of Indian professionals (50,000 users) adopt at ₹299/month → ~₹1.8 Cr annual revenue

Made with Napkin

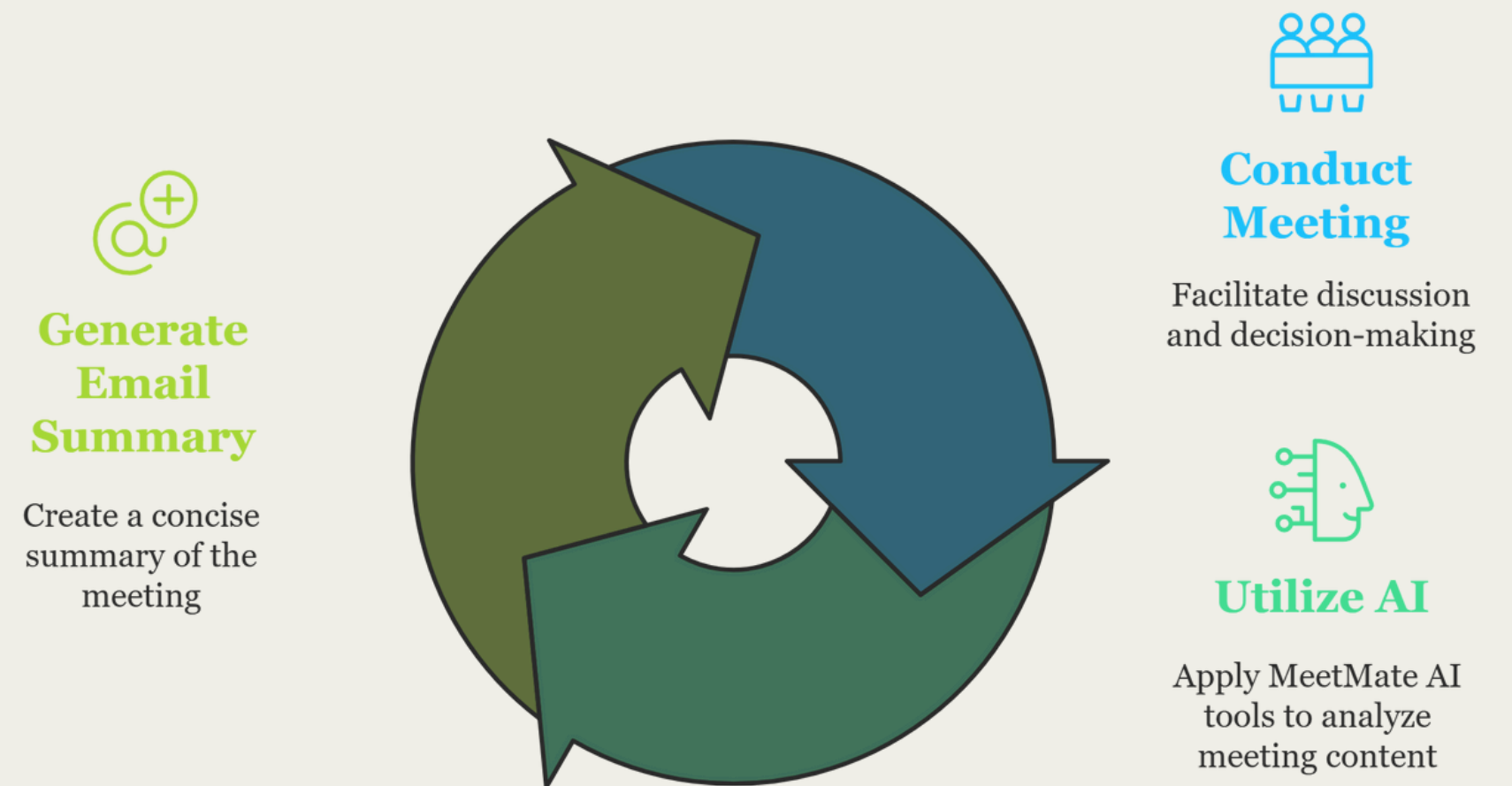MINUTE MINDS

CURRENT TRACTION

Achievements:

- Idea stage with defined workflow and mockups.
- Early feedback from 10+ professionals shows high interest.
- Defined core features: Summary, Key Decisions, Action Items
- Built pitch deck + roadmap for MVP launch

Visuals:

- MVP build & testing with early adopters (universities, freelancers)
- Concept diagram showing meeting → AI → email summary

Meeting to AI-Generated Email Cycle

Conduct Meeting

Facilitate discussion and decision-making

Utilize AI

Apply MeetMate AI tools to analyze meeting content

Generate Email Summary

Create a concise summary of the meeting

Made with ✦ Napkin

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COMPETITIVE LANDSCAPE

Competition:

- Otter.ai
- Zoom transcription feature
- Microsoft Teams Notes
- Fireflies.ai
- Zoho Meeting

Competitive Advantage:

- Instant action item assignment with deadlines
- Multi-language support (English, Hindi, Marathi)
- Email delivery in under 2 minutes
- Cross-platform – works with Zoom & Google Meet

Opportunity Gap in the Market:

- Most competitors only transcribe without actionable insights.
- Few offer real-time delivery under 2 minutes.
- Limited multi-language coverage for Indian users.

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FINANCIALS: CURRENT AND PROJECTIONS

Since this is idea-stage:

📊 **Current Status**
- Stage: Prototype (no revenue yet)
- Costs so far: Development + initial testing
- Bootstrapped by founders

📈 **3-Year Projections (Illustrative)**
- Year 1 (MVP): 500 paid users → ~₹18 Lakhs revenue
- Year 2: 2,000 paid users + small enterprise plans → ~₹72 Lakhs revenue
- Year 3: 5,000+ paid users + enterprise growth → ~₹1.8 Cr revenue

💰 **Cost Breakdown (Major)**
- AI API usage & cloud hosting → 40%
- Marketing & customer acquisition → 30%
- Team (student founders + interns/part-time dev) → 20%
- Miscellaneous / operations → 10%

Metric	Value
Revenue per User/Month	₹299
Cost per User/Month	₹50
Contribution Margin per User	₹249

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FUNDING NEEDS, USE OF FUNDS, AND PROPOSED VALUATION

Funding Requirement: ₹2,00,000

📊 **Allocation of Funds :**
- AI & Cloud Infrastructure (40% → ₹80,000):
  - Covers costs for Google Gemini & Speech-to-Text APIs and server hosting for the web application.
- Marketing & User Outreach (35% → ₹70,000):
  - Targeted campaigns at student communities and startup incubators to acquire our first 200 users.
- Product Development (25% → ₹50,000):
  - To build and integrate the next key feature: automatic processing of cloud recordings from Google Drive.

🎯 **Projected Runway & Milestones :**
- This funding provides a 6-month runway.
- Key Milestone: Launch the beta version with full Google Drive integration and achieve our first 200 active users.

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CURRENT EQUITY STRUCTURE, FUNDRAISING HISTORY, AND INVESTORS

- Current Equity: 100% founders
  No external investors yet
- Fundraising History: None yet
- Investors: None

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EXIT OPTIONS

📌 Investor Exit Strategy:-
- Acquisition by Zoom, Google Meet, Microsoft Teams.
- Integration into corporate productivity suites.
- Licensing the AI technology to meeting platforms.
- Future IPO

📈 Industry Ex. :-
- Otter.ai
- Fireflies.ai
- Slack

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Thank you!

EVERY WORD THAT MATTERS, REMEMBERED — WITHOUT LIFTING A PEN.

Team -MinuteMinds