

**Trust Meeting**  
**Tuesday June 16, 2020**  
**12:00 PST / 15:00 EST**

Minutes

**1. Adherence to policies & procedures**

According to the Trust's conflict of interest policy, each Trust meeting should begin with a declaration of conflicts of interest. This will be added as a standing agenda item on future meeting agendas. No conflicts of interest have been declared today.

**2. Approve minutes from May meeting**

The minutes from the May Trust meeting were approved and will be posted on the Trust website.

**3. Discuss ownership of IETF recordings**

After a discussion on the IETF list, there was a question about who actually owns IETF meeting recordings. The Trust owns the meeting materials, so if recordings count as materials, the Trust should own them.

**4. Record retention policy**

Joel, Kathleen, and Alexa will look at the Trust records retention policy to update it for the new website and think about if the AMS address should be used for the Trust mailing address.

**5. Website update**

Website update work continues.