

**Trust Meeting Minutes**  
**Monday, January 8, 2024**

**Trustees**

Glenn Deen  
Victor Kuarsingh  
Kathleen Moriarty

**AMS**

Liz Flynn  
Alexa Morris

**1. Conflict of interest declarations**

No conflicts of interest to declare.

**2. Approve past meeting minutes**

The previous meeting minutes from December 2023 were approved and will be posted. .

**3. Pre-5378 Rights**

Glenn and Andy Updegrove have discussed the issue and have determined that it's not necessary to have a step for a Trustee to sign off on each rights transfer; just a sanity check that a human has looked at it. Alexa Morris will speak with Robert Sparks and Jay Daley to discuss implementation.

**4. Onboarding for incoming Trustee**

Alexa will find the version of the new trustee letter that Brad Biddle (previous Trust counsel) prepared for the previous new Trustee and check with Andy Updegrove (current Trust counsel) about any necessary updates.

**5. IETF 119**

Tentatively, only two Trustees will attend IETF 119 in person. We will look to plan a dinner during IETF 120 Vancouver when more people will be onsite.

**6. Boilerplate review request from ISE**

Glenn and Joel should review the ISE's boilerplate request.

## **7. In progress topics**

### **a. DC archives material**

Now that the records retention policy has been updated, AMS will begin reviewing the contents of the boxes from storage.

### **b. Logo lockup**

The current trademarked logo is the 'squiggle' shape plus the letters IETF together. The Trustees discussed whether to separately register the 'squiggle' shape without the letters. Alexa will inquire about the cost of these registrations with Thompson Hine.