



# CAN BOD MEETING MINUTES

**Location:** Virtual

**Date:** 6/12/24

**Time:** 7:00 PM

## Agenda items

- Team updates
  - trademark
  - logo release of rights
  - copyright
  - PO Box
  - Business bank account
- Next member spotlight – July
- CAN @ OSH24
- BQ1 fly in

**Attendees:** Erica Zangwill, Joel Amick, Bill Pereira, Stephen Linson

**Approval of last meeting's minutes:** the minutes were read from the May BOD meeting and approved

## Updates

- Monthly BoD meetings will be held every second Wednesday of the month via MS Teams
- Bobby submitted trademark application and Erica received email confirmation stating Trademark has been published on the US Patent and Trademark Office's public database. 8-10 mos wait before examining attorney review and official registration
- Erica filed business ownership information (BOI) report
- Erica setup carolinaaviatorsnetwork.org email and google business account
- Erica setup business email signature via WiseStamp
- Joel submitted copyright application
- Scott Douglas (logo creator) signed release of rights
- Next member spotlight is due in July. Bill P to select member and post
- CAN at Osh – Stephen and Joel to organize
- BQ1 fly in – on hold

## Discussion topics / Open issues

- Bank account: Discussed checking vs savings and company credit card. Erica to research options and go through mail offers
  - Joel explored banking with Sharon View Credit Union – requires SS # to open account while Wells Fargo only requires articles of inc and EIN
  - Stephen to ask friend at Piedmont Advantage CU if they're running business promotions and what requirements are needed to open acct
- Smoke Showing Printworks – make the official printing partner of CAN
- Discussion with Brad Blackburn still pending re: CAN's new business updates and changes

- Organize lunch meetup at Osh
  - Erica to send Stephen and Joel last years' CAN meetup @ Osh volunteer contact
  - Stephen offered to order CAN pens as promo swag to hand out at Osh – Erica to send hi-res logo image
  - Stephen to get CAN sticker inventory from Jim P
- Will need to schedule strategy mapping session (in person)
- Find treasurer (CPA preferred) and attorney

ACTION ITEMS	OWNER(S)	DEADLINE	STATUS
Establish bank account	Joel/Erica	7/1	Scoping
File BOI	Erica	6/1	Complete
Trademark	Bobby	--	In Progress
Copyright	Joel	--	In Progress
Obtain logo release	Erica	--	Complete
Business cards	Erica	--	On Hold
Set up PO Box	Erica	6/14	In Progress

**Adjournment** time: 7:30 PM