**Novus Capital Management**

**Company Meeting Summary**

**Investment Division: Stock & Crypto Assets**

**Date:** April 15, 2025  
**Location:** Main Conference Room / Zoom Hybrid Meeting  
**Attendees:**

* John Whitman (Head of Investment)
* Alice Chen (Senior Analyst)
* Derek Miles (Crypto Portfolio Manager)
* Sofia Ramos (Equity Trader)
* Helen Liu (Risk Management)
* Jake Morrison (Junior Analyst)

**1. Market Overview**

*Presented by: Alice Chen & Derek Miles*

**Equities:**

* The S&P 500 saw a 4.2% gain in Q1 2025, led by tech and green energy sectors.
* Key outperformers: NVIDIA, Tesla, and First Solar.
* Banking sector remains volatile due to persistent rate uncertainties and recent regulatory updates.

**Crypto:**

* Bitcoin stabilized around $63,000, with moderate volatility.
* Ethereum showed a 7% rise post-Ethereum Cancun upgrade.
* Regulatory clarity from the SEC in early April led to increased institutional interest.

**Outlook:**

* Bullish trend for tech and energy sectors.
* Cautiously optimistic on crypto, especially ETH and Solana.

**2. Portfolio Performance Review**

*Presented by: John Whitman & Sofia Ramos*

**Stock Portfolio (YTD):**

* Total Return: +11.6%
* Best Performing Assets:
  + NVIDIA (+25%)
  + Apple (+13%)
  + Enphase Energy (+17%)

**Crypto Portfolio (YTD):**

* Total Return: +18.4%
* Best Performing Assets:
  + ETH (+22%)
  + SOL (+27%)
  + LINK (+15%)

**Underperformers:**

* Coinbase (COIN): -9%
* BNB Token: -5% due to regulatory pressure

**Adjustments Recommended:**

* Reduce exposure to underperforming centralized exchanges.
* Increase positions in layer-2 and staking-based projects.

**3. Strategic Initiatives (Q2 2025)**

*Presented by: Helen Liu & Jake Morrison*

* **Risk Management Update:**
  + New VaR model under development to better address crypto volatility.
  + Beta-testing ML-based risk detection system using transaction data.
* **ESG Integration:**
  + Proposed divestment from coal-based utilities in stock portfolio.
  + Increase stake in companies with verified sustainability ratings.
* **Crypto Custody Enhancement:**
  + Migration of cold wallets to a multi-signature scheme by May 15.
  + Initiated vendor assessment for insured custody providers.
* **Research & Development:**
  + Launch internal R&D for AI-powered asset screening.
  + Allocate $150,000 for pilot testing of blockchain-based trade settlement.

**4. Regulatory & Compliance Updates**

*Presented by: Helen Liu*

* SEC's recent approval of spot Bitcoin ETFs expected to bring more retail volume.
* New EU MiCA regulations for crypto platforms: Implementation needed by Q3.
* Internal KYC/AML audit scheduled for May 10.
* IRS digital asset reporting requirements expanded for FY2025.

**Action Items:**

* Update compliance policies for EU operations.
* Begin quarterly legal reviews to track emerging global policies.
* Align crypto asset reporting procedures with updated IRS guidance.

**5. Q&A and Open Discussion**

* **Alice Chen** raised concerns about AI-driven trading algorithms increasing market correlation.
* **Sofia Ramos** suggested exploring exposure to emerging markets (e.g., India & Southeast Asia).
* **Derek Miles** proposed creating an internal research group for DePIN and RWA crypto sectors.
* **John Whitman** emphasized the need to improve internal collaboration tools and knowledge sharing across teams.

**Decisions Made:**

* Approved trial budget for DePIN/RWA research group.
* Agreed to reallocate 2% of crypto portfolio to Solana ecosystem projects.
* Initiated procurement process for new internal research collaboration platform.

**6. Client & Partner Engagement Updates**

*Presented by: Sofia Ramos & John Whitman*

* New institutional client onboarded from Singapore.
* Quarterly investor briefing scheduled for April 25.
* Partnership talks initiated with a leading DeFi index protocol.

**Marketing Update:**

* Social media engagement up 14% QoQ.
* Planned whitepaper on "Sustainable Crypto Investing" in progress.

**7. Operational Improvements**

*Presented by: Jake Morrison*

* Implemented ticketing system for trade reconciliation requests.
* Ongoing migration of internal dashboards to a unified BI platform.
* Trading desk optimization reduced average execution latency by 11%.

**8. Human Resource & Talent Development**

*Presented by: Helen Liu*

* Recruitment underway for two new quantitative analysts and a blockchain developer.
* Launched leadership development program for mid-level managers.
* Performance review cycle to be updated with new KPIs focused on innovation and ESG alignment.
* Internship program to expand with university partnerships across the US and Singapore.

**9. AI Investment & Innovation Strategy**

*Presented by: Alice Chen*

* Identified AI-driven asset managers for potential partnerships.
* Developing proprietary AI models for predictive market sentiment analysis.
* Exploring synthetic data generation for backtesting new crypto strategies.
* Internal hackathon on "AI x DeFi" scheduled for June 2025.

**10. Social Responsibility & Charity Contributions**

*Presented by: John Whitman*

* Approved $200,000 donation to global humanitarian funds, with focus on disaster recovery and financial education.
* Partnered with NGOs to support blockchain-based aid tracking.
* Created volunteer opportunities for staff to mentor underserved youth in financial literacy.

**Next Steps & Follow-Ups**

* Finalize crypto custody migration plan by April 30.
* Present ESG-compliant investment shortlist by May 5.
* Schedule mid-quarter performance review on May 20.
* Launch beta of AI screening model by June 10.
* Submit draft of sustainability whitepaper by June 1.
* Publish internal HR policy updates by May 15.
* Announce selected AI partnership candidates by June 5.

**Meeting Adjourned: 11:42 AM** **Minutes Prepared by:** Jake Morrison **Document Reference:** IM-APR-2025-MEETING