

# Email Draft: Progress Meeting #3 - Meeting Minutes

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**Subject:** Progress Meeting #3 - Meeting Minutes & Product Analysis Report

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**To:** Todd McDaniel **From:** Greg Kowalczyk, GearTOP Inc **Date:** January 17, 2026  
**Attachments:** - Meeting-Minutes-Progress-Meeting-3.pdf - [83-page Master Product Analysis report - if ready]

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Hi Todd,

Please find attached the meeting minutes from our Progress Meeting #3 held on Thursday, January 15, 2026.

**Key Documents Included:** - Comprehensive meeting minutes (also serves as training guide) - Detailed documentation of both manual and AI-enhanced product analysis methodologies - Action items and next steps for both teams - Complete contact information for Harley Polevoy at Brown & Brown Canada (alternative insurance broker)

**Highlights from the Meeting:** -  Completed analysis of all 18 SKUs with go/no-go recommendations -  Established three-phase pricing strategy for product launches -  Reviewed insurance challenges and provided alternative broker contact -  Documented both traditional manual and optional AI-enhanced analysis approaches

**Important Note on Insurance:** Based on my experience and feedback from several clients I've recommended to Brown & Brown Canada, they consistently offer significantly lower premiums compared to traditional providers. I highly recommend reaching out to Harley to get a quote and see if this can work for Nurise Group's insurance needs.

**Next Steps:** - Review the 83-page Master Product Analysis report - Contact Harley Polevoy for insurance quote - Prepare for existing listing optimization meeting (week of January 20)

The video recording and AI-generated notes from Gemini are also available in the shared folder for your reference.

Please let me know if you have any questions or need clarification on any items in the minutes.

Best regards,

**Greg Kowalczyk** Consultant, AI Systems & Amazon Strategy GearTOP Inc

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*This document is confidential and intended for Nurise Group internal use.*