

# IPIM Meeting with LEO

## 20 April 2021:

### Action Minutes

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(Meeting convened via ZOOM)

Present: Ben Buchanan (Chair), Andrea Brewster, Julie Browne, Liz Dawson, Julie Dunnett, Julia Florence, Mark Foreman, Richard Goddard, Michael Silverleaf, James St Ville, Sheila Wallace, Keven Bader, Lee Davies.

#### **Purpose of meeting**

To review the draft revised IPIM Constitution prepared by Andrea and to agree the timescale for reconstitution of the current IPIM and appointment of new members.

#### **Draft Revised IPIM Constitution**

The draft revised IPIM Constitution was reviewed and a number of changes were agreed. A few outstanding items will be considered off-line and agreed by email.

**Actions: Michael and James to assist with IPIM term of office and mechanism for re-appointment; also to consider and advise on ownership of IP and other assets.**

#### **Mechanism and timing for transition to new IPIM**

It was agreed that the current IPIM members would approve the revised Constitution and the appointment of such new members as had come forward at the transition date. This would be on the date of the next meeting, to be arranged for early June. At that time members of the current IPIM not wishing to serve (in an individual capacity) in the new IPIM would step down. It is anticipated that the new management group may only have a few members at the outset but others may join at a later date. It is hoped that the new group will have a good level of diversity. It was noted that roles on the new IPIM and the Advisory Board would be widely communicated via IP Inclusive channels and recruitment carried out in a fair, inclusive and transparent process.

**Actions: Andrea to prepare a draft Resolution to be agreed ahead of the next meeting.**

**Current IPIM members to advise Andrea whether they wish to join either of the new IPIM or the Advisory Board.**

#### **Advisory Board**

It was agreed that details of the Advisory Board and its Terms of Reference would be determined by the new IPIM group.

#### **Final Meeting of Current IPIM**

It was agreed there would be one final meeting of the current IPIM group to formally adopt the new Constitution, formally appoint members to the new IPIM group and for those stepping down to formally resign.

**Action: Julia to arrange a doodle poll for a meeting in the week commencing 7 June.**