

Formal Minutes of IPIM Advisory Board Meeting 20 December 2022

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Attendance

Apologies

Susan Antoine, Kathryn Taylor, Charlene Nelson

Advisory Board attendees

Beatriz San Martin, Carol Arnold, Liz Dawson, Vanessa Stainthorpe, Rebecca Campbell, Saiful Khan, Megan Rannard, Ben Buchanan, Sarah Phillips, Liam Lawlor, Jodie Johnson, Abdulmalik Lawal, Julie Browne, Josh McLennon

Actions

- Outgoing Advisory Board Chair Ben Buchanan to put together summary of Advisory Board's first year (including deliverables) for IP Inclusive's 2023 Annual General Meeting.
 - Board Secretary Josh McLennon to poll Advisory Board members via email whether meeting timings have worked well.
 - Advisory Board members to let Josh McLennon know if interested in joining a small working group for the creation of a skills matrix for the Board.
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Non-binding suggestions arising from discussions

Item 3: Discussion of Advisory Board meeting logistics (e.g. timing and minutes of meetings)

- Mix up the timing of the meetings.
- Stick to one-hour format where possible.
- In-person meeting(s) should be hybrid.
- Hold one meeting face-to-face meeting in 2023.
- Face-to-face meeting could be held at the end of IP Inclusive's general meeting, if run as a hybrid or face-to-face general meeting.

Item 4: Discussion of the Advisory Board's fulfilment of the terms of reference

- Board members to do more talks at conferences.
- Board members to encourage our respective organisations to talk about IP Inclusive and Careers In Ideas.

- IPIM to feed back on whether there is anything else they would like the Advisory Board to do or be responsible for.
- Advisory board meetings to include an item asking people what they're doing on the proactive and ambassadorial front.
- Where appropriate, IPIM [perhaps just one member as a rapporteur] to join at the beginning of an Advisory Board meeting to provide a brief, and the Advisory Board to feed back the output of the resulting discussion.
- Where appropriate, a smaller focus group of Advisory Board members could assist one or two members of IPIM if specific advice is needed.

Item 5: What should IP Inclusive's priorities be for 2023/24?

- More opportunities for the Advisory Board to speak to live audiences (e.g. reaching out to other underrepresented groups)
- Engagement with non-fee earners.
- Providing more resources or support for smaller firms and/or those who are perhaps by themselves in-house.
- Defining long-term funding plans

Item 6: What would the Advisory Board like to address in a Q&A with Andrea in early 2023?

- How IP Inclusive can help assist intersectional approaches.
- Perhaps we could also ask Andrea what we could do sooner to ensure your draft business plan gets off on the right foot.
- Funding.